



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
IPHO Bldg., Sudlon, Lahug, Cebu City



06 JUL 2017

DIVISION MEMORANDUM

No. 424, s. 2017

**LEARNING RESOURCE MANAGEMENT DEVELOPMENT CENTER (LRMDC)
SCHOOL FOCAL PERSON MID-YEAR CONFERENCE - WORKSHOP**

TO : Assistant Superintendents
Chief Education Program Supervisors – SGOD & CID
Education Program Supervisors/Coordinators
District Supervisors/OICs/SEPS/EPS II/Section Heads
Elementary and Secondary School Heads
LRMDC School Focal Persons

1. This Office announces the conduct of the **LEARNING RESOURCE MANAGEMENT DEVELOPMENT CENTERS (LRMDC) SCHOOL FOCAL PERSON MID-YEAR CONFERENCE - WORKSHOP** on the following schedules, to wit:

1, 133 paxs	LRMDC SCHOOL FOCAL PERSON MID-YEAR CONFERENCE - WORKSHOP	Ecotech Center - Hotel Fortuna, Cebu City	July 31 – Aug. 1, 2017 (Secondary) August 3 – 4, 2017 (North Area) August 5 – 6, 2017 (South Area)
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2. The Conference aims to discuss the functions and duties of the LRMDC school focal person and the importance of establishing school LRMDCs, and accomplish the inventory of all LR resources in the school level.

3. Participants to the three-day live-in workshop are the following, to wit:

Participating Sector/Group	No. of Pax
LRMDC School Focal Persons (Appointed/Designates)	1, 133
Division Officers of the Librarians/Designates Association (Elem & Sec)	20
LRMDC Workshop Staff	6
Total	1, 159

4. All participants are required to bring the following, to wit:
 - Accomplishment Report
 - LRMDL School Action Plan
 - Inventory of all LR Materials (Comprehensive Coverage – Print and Non-Print)
 - Updated/Current Designation Order
 - Laptop Computer, extension cord, pocket Wi-Fi, USB

5. Check in time for the workshop staff will be at Day 0 to allow time for staff meeting/briefing, preparation of the materials and the venue. Personnel and participants who will reporting on a holiday/non-working day are entitled to avail of CTO or Service Credit.

6. Traveling expenses, registration fee of **P2, 400. 00** per participant are chargeable against local/school MOOE funds while board and lodging of workshop staff, workshop materials and other incidental expenses are chargeable against Division MOOE funds, subject to the usual accounting and auditing rules and regulations.

7. This Memorandum serves as **Travel Authority** of the all the participants.

8. For inquiry, you may call or text Mr. Isaiash T. Wagas, Education Program Supervisor (EPS) – Learning Resource Management and Development System (LRMDS) through text line No. **09158002390 or (032) 3616432.**

9. Immediate dissemination of and strict compliance with this Memorandum is highly enjoined.


RHEA MAR A. ANGTUD, Ed.D., CESO VI
Schools Division Superintendent

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