



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
www.depednegor.net

October 23, 2018

DIVISION MEMORANDUM

No. 703, s. 2018

INVENTORY OF SCHOOLS WITH LIBRARY AND LIBRARY COLLECTIONS

TO: ASDS's
CID & SGOD Chiefs
Division Education Program Supervisors
Public Schools District Supervisors/DICs
Public Elementary, Junior & Senior High School Principals
All School Library Designates

1. Attached is Regional Memorandum No. 0791, s. 2018 dated October 22, 2018 on the conduct of Inventory of Schools with School Library and Library Collections in preparation for the procurement of supplementary learning resources (SLRs) for school libraries.
2. Each school with existing library whether 1-room or shared shall accomplish the attached template.
3. A school has a school library if the following requirements are met:
 - a. a separate space or area is identified as a school library;
 - b. a reading area with tables and chairs that can accommodate library users;
 - c. a librarian or teacher-in-charge for the library is assigned to manage the school library; and
 - d. shelves are provided for library collections.
4. The inventory of schools with existing school library per district shall be submitted in soft and hard copies on or before October 25, 2018 to maricel.rasid@deped.gov.ph, while inventory of library collections per school in soft and hard copies on or before November 9, 2018.
5. Immediate dissemination and compliance with this Memorandum are directed.

Fr: **WILFREDA D. BONGALOS, Ph. D., CESO V**
Schools Division Superintendent

Enc. Template to be used.

23 OCT 2018



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
 www.depednegor.net

INVENTORY OF SCHOOLS WITH SCHOOL LIBRARIES

 District

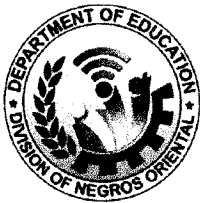
School ID	Name of School	Current Total Enrolment	School Address	School Head	Librarian/Teacher In-charge of the Library

Prepared:

District School Library Designate

Noted and Submitted by:

Public School District Supervisor



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
 www.depednegor.net

INVENTORY OF LIBRARY COLLECTIONS

Name of School: _____
 School Address: _____
 Date of Inventory: _____

A. GENERAL REFERENCES

TITLE	AUTHOR	COPYRIGHT YEAR	NUMBER OF COPIES

B. LEARNING AREA BOOKS/REFERENCES

TITLE	AUTHOR	COPYRIGHT YEAR	NUMBER OF COPIES

C. FICTIONAL MATERIALS

TITLE	AUTHOR	COPYRIGHT YEAR	NUMBER OF COPIES

D. NON-PRINT COLLECTIONS

TITLE	AUTHOR	COPYRIGHT YEAR	NUMBER OF COPIES

Prepared by: _____
 School Library Designate

Noted and Verified: _____
 School Head



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



OCT 22 2018

REGIONAL MEMORANDUM

No. 0791, s.2018

INVENTORY OF SCHOOLS WITH LIBRARY AND LIBRARY COLLECTIONS

To: Schools Division Superintendents

1. Attached is the communication from the Central Office about the conduct of Inventory of Schools with School Library and Library Collections in preparation for the procurement of supplementary learning resources (SLRs) for school libraries. Each schools division shall accomplish the attached template by listing down all schools with existing school libraries and their library collections.
2. A school has a school library if the following requirements are met:
 - a. a separate space or area are identified as a school library is provided
 - b. a reading area with tables and chairs that can accommodate library users
 - c. a librarian or teacher in-charge for the library is assigned to manage the school library
 - d. shelves are provided for the library collections
3. The communication is herewith attached for reference.
4. The inventory of schools with existing school library shall be submitted to the Bureau of Learning Resources (BLR) and Regional Office on or before October 26, 2018 through email address blr.lrqad@deped.gov.ph and juanita.negapatan@deped.gov.ph respectively. The inventory of school library collections must be kept by the Schools Division Office as file and for future reference.
5. Immediate dissemination of and compliance with this Memorandum is directed.

Julieta A. Jeruta
JULIETA A. JERUTA, Ph. D., CESO IV
Director IV
Regional Director

JAI/STJ/CLMD/EBCI/jfm

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4542
Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239
Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;
414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4367
Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

"E3A 2015: Karapatan ng Lahat, Pannagutan ng Lahat"



Republic of the Philippines
Department of Education
 DepEd Complex, Meralco Avenue, Pasig City, Philippines
 Direct Line: (632) 633-7202/687-4146 Fax: (632) 631-5057
 Website: www.deped.gov.ph



RD2018-3488
DepED
 DEPARTMENT OF EDUCATION


Undersecretary for Curriculum and Instruction

MEMORANDUM

DM-CI-2018-00- 406

TO : ALL REGIONAL DIRECTORS
 REGIONAL SECRETARY, ARMM

ATTENTION : Schools Division Superintendents

FROM : 
 LORNA DIG DINO
 Undersecretary for Curriculum & Instruction

SUBJECT : Inventory of Schools with School Library and Library Collections

DATE : October 15, 2018

In preparation for the procurement of supplementary learning resources (SLRs) for school libraries, each schools division shall conduct an inventory and accomplish the attached template by listing down all schools with existing school libraries and their library collections.

A school has a school library if the following requirements are met:

1. a separate space or area identified as a school library is provided
2. a reading area with tables and chairs that can accommodate library users
3. a librarian or teacher in-charge for the library is assigned to manage the school library
4. shelves are provided for the library collections.

The inventory of schools with existing school library shall be submitted to the Bureau of Learning Resources (BLR) by sending to email address blr.lrqad@deped.gov.ph on or before **October 26, 2018**. The inventory of school library collections must be kept by the Schools Division Office as file and for future reference.

For your strict compliance.

Attach.: as stated