



June 7, 2018

**DIVISION MEMORANDUM**

No. 330, s. 2018

**DIVISION QUARTERLY CONFERENCE OF DISTRICT LEARNING RESOURCE  
MANAGEMENT AND DEVELOPMENT SYSTEM (LRMDS) FOCAL PERSON**

**TO :** Assistant Schools Division Superintendent  
CID & SGOD Chiefs  
Division Education Program Supervisors  
Public Schools District Supervisors/DIC's  
Elementary, Junior & Senior High School Principals

1. The Schools Division of Negros Oriental, through the Learning Resource Management and Development Center (LRMDC), will be updating the status of all DepEd Personnel at the District Level to fast track the enrolment/registration and the downloading of learning resources at the LR Portal.
2. In connection with this, the LRMDC will conduct a *DIVISION QUARTERLY CONFERENCE OF DISTRICT LEARNING RESOURCE MANAGEMENT AND DEVELOPMENT SYSTEM (LRMDS) FOCAL PERSON* on June 23, 2018 from 8:00 AM to 5:00 PM at the 2<sup>nd</sup> Floor, Division Library Hub.
3. Participants of this conference are the 34 District Designated LRMDS Focal Person. Each participant is requested to bring the following during the conference;
  - b. Laptop and Extension Wire
  - c. District LRMDS Action Plan
  - d. Master Lists of Teaching and Non-Teaching Personnel by School
4. Participants and staff shall be granted a one-day Service Credit and CTO since this activity falls on a Saturday. Per CSC-DBM JOINT CIRCULAR NO. 02-04
5. Lunch, snacks, and other expenses relative to this conference shall be charged to the 2018 HRTD Funds while travelling expenses of the participants shall be charged against their respective school MOOE and/or other available funds subject to usual accounting and auditing rules and regulations.
5. Immediate and wide dissemination of this Memorandum is desired.

**WILFREDA D. BONGALOS, Ph.D., CESO VI**  
Schools Division Superintendent

6/7/18