



July 23, 2018

DIVISION MEMORANDUM

No. 108 s. 2018

TO: Assistant Schools Division Superintendent
Division Chief
Public Schools District Supervisors
Elementary and Secondary School Heads

**SEARCH FOR THE BEST LEARNING RESOURCE MANAGEMENT AND DEVELOPMENT SYSTEM
(LRMDS) SCHOOL IMPLEMENTERS**

1. Pursuant to Regional Memorandum No. 91 s. 2018, this Office announces the conduct of the **Division Search for the Best Learning Resource Management and Development System (LRMDS) School Implementers**.
2. This program aims to ensure the availability of and access to quality learning resources in the SLRCs and in the DepEd LR Portal through effective implementation of the four subsystems of the LRMDS, as follows:
 - a. Assessment and Evaluation
 - b. Development and Production
 - c. Cataloguing and Storage
 - d. Publication and Delivery
3. The monitoring and evaluation of the learning of SLRCs will be conducted from September 3 to November 23 of the current school year.
4. The top three winners will be determined based on the attached criteria.
5. The awarding of winners will be held on December 3, 2018 at the Regional Office.
6. All school heads are enjoined to give their full support to this program.
7. Immediate and widest dissemination of this Memorandum to all concerned is enjoined.


GERMELINA H. PASCUAL, CESO V
Schools Division Superintendent



Version No.

Rev. No

1

01

CRITERIA FOR THE SELECTION OF BEST LRMDs IMPLEMENTER

Rating Options: Evaluator's Note:	Descriptors				
4 Excellent example for others,	- Extremely good performance which could serve as a model				
3 Good (strong)	- A consistently high standard,				
2 Acceptable (adequate)	- Satisfactory performance but could be improved;				
1 Marginal (borderline)	- Performance gives rise to concern; Absence of behaviour required by the situation;				
I. MISSION, GOALS AND OBJECTIVES (10%)		4	3	2	1
1.1 The School LRMDs shall ensure increased access to and effective utilization of varied quality learning resources by providing the teachers and learners relevant technical assistance on the management of learning resources and address learning resource gaps in order to improve delivery of the basic education curriculum					
Evaluator's Note: 4. Accessible and effective utilization of learning resources 3. Accessible but not fully effective utilization of learning resources 2. Limited accessibility but effective and useful learning resources 1. Accessible and effective utilization of learning resources not evident					
II. COLLECTION MANAGEMENT (40%)					
A. Collection Development (10%)					
2.1 The LRMDs media center shall acquire print, non-print and electronic materials as well as equipment that will support and reinforce the curriculum and meet the needs, abilities and interests of the users. (Desktop Computer, Printer 3 in 1, photo copier, LCD Projector, and TV.					
Evaluator's Note: 4 – Acquired all necessary library materials; 3 – Absences of one – two necessary library materials; 2 – Absences of three – four necessary library materials; 1 – Library has only print materials yet outdated/irrelevant.					
2.2 These materials shall be current and in good condition. (5%)					
Evaluator's Note: 4 – Current and Good; 3 – Good but not current; 2 – Poor but current; 1 – Neither current nor good.					
2.3 The school LRMDs media center shall maintain a local history collection composed of materials about the school community, its history, programs, people, etc. (10%)					
Evaluator's Note: 4 – Historical collection is complete (school, community, town, province); 3 – One is missing; 2 – Two are missing; 1 – three are missing.					



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Rating Options:	Descriptors				
Evaluator's Note: 4 Excellent example for others, 3 Good (strong) 2 Acceptable (adequate) 1 Marginal (borderline)	- Extremely good performance which could serve as a model - A consistently high standard. - Satisfactory performance but could be improved; - Performance gives rise to concern; Absence of behaviour required by the situation;				
2.4 The librarian/media specialist, in coordination with the faculty, shall be responsible for the selection and acquisition of all materials based on a written Collection Development Plan. (15%)					
Evaluator's Note: 4 – There is a compilation of Purchase Request/Deed of Donation/Memorandum of Agreement of acquired materials and LRMDs Action Plan for 5 consecutive years; 3- Absence of two documents 2- Absence of 3 documents 1- Only 1 document is available					
III. SELECTION AND ORGANIZATION (10%)					
3.1. An inventory and weeding of the collection and LR packages shall be conducted regularly.					
Evaluator's Note 4 – Records on the conducts of inventory every month; 3 - Records on the conducts of inventory every quarter; 2 - Records on the conducts of inventory every semester; 1 - Records on the conducts of inventory once a year.					
IV. COLLECTION DEVELOPMENT (15%)					
4.1 Contextualization, Localization and Digitization of Learning Resources					
Evaluator's Note: 4. 45-50 copies of different contextualized, localized and digitized Supplementary Learning Resources (SLRs) are available in the LRMDs 3. 40-45 copies of different contextualized, localized and digitized Supplementary Learning Resources (SLRs) are available in the LRMDs 2. 39-35 copies of different contextualized localized and digitized Supplementary Learning Resources (SLRs) are available in the LRMDs 1. 34-below copies of different contextualized, localized and digitized Supplementary Learning Resources (SLRs) are available in the LRMDs					
4.2 The School LRMDs collections shall include print, non-print materials, supplementary materials, reference and other materials available in the LRMDs					



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V. SERVICES AND UTILIZATION (5%)					
A. The LRMDs is open from 8:00am-5:00pm to meet the needs of the clientele and maximize the use of LRMDs resources, facilities and services					
Evaluator's Note:					
4- Office operating hours including lunch break and recess					
3- There is scheduled time for each class yet closed during breaks					
2- Open during morning classes only					
1- Open during Tuesdays and Thursdays only					
VI. PHYSICAL FACILITIES (5%)					
6.1 The LRMDs shall be housed in a barrier-free and flexible facility that can accommodate a seating capacity of 10-15 clienteles					
6.2 Physical Arrangement is dependent on the following:					
1. Research needs of its primary users					
2. Space available for the library					
3. Classification scheme use					
6.3 Space Allocation					
1. Reading Area					
2. Technical Services Area.					
3. Stack and other Shelf Area					
4. Other areas as may be needed as required					
6.4. Furniture and Equipment					
The LRMDs shall provide adequate standard furniture and equipment for the needs of the users					
6.5. Security and Control Measures					
The LRMDs shall ensure the following security and control measures:					
1. Emergency exits					
2. Fire Extinguishers					
3. Emergency warning device					
4. Security system					
Evaluator's Note:					
Evaluator's Note:					
4 -Physical facilities are complete					
3- Absence of two facilities					
2- Absence of 3 facilities:					
4 - Absence of 4 facilities or more					



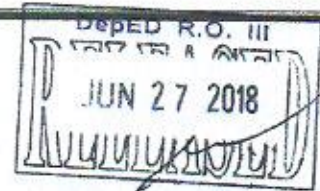
3969



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June 25, 2018

REGIONAL MEMORANDUM

No. 91 s. 2018

To: Schools Division Superintendents
 Division LRMDS Coordinators

**SEARCH FOR THE BEST LEARNING RESOURCE MANAGEMENT
 AND DEVELOPMENT SECTION (LRMDS) IMPLEMENTER**

1. Pursuant to the implementing rules and regulations of Republic Act No. 10533 entitled Enhancement Basic Education Act of 2013, and as instructed in DepEd Order (DO) No. 76, s 2011 entitled National Adoption and Implementation of the LRMDS, the Department of Education through the Curriculum and Learning Management Division (CLMD) announces the conduct of the Search for Best Learning Resource Management and Development Section (LRMDS) Implementer for CY 2018. The evaluation shall start on September 3, 2018 until November 23, 2018.

2. The activity aimed to:
 - a. fortify the development and availability of contextualized learning resources in the Division LRMDS
 - b. reinforce the accessibility to learning, teaching and professional development resources in digital format and locates resources in print format and soft copy
 - c. ensure that the services and utilization of the LRMDS conforms with the DepEd standards
 - d. intensify the accessibility to Supplemental Learning Resources through active participation to the LR Portal
 - e. strengthen the preservation of all LRMDS learning resources collection, services of information technology facilities, linkages and networking with the stakeholders

3. The participants are:

Regional Office	20
Division LRMDS Supervisors	20
School Winners	150
Total	190

4. There shall be two (2) categories to be awarded:
 - a. Best School Learning Resource Management and Development Section Implementer for Provincial Divisions which is composed of Bulacan, Bataan, Aurora, Pampanga, Nueva Ecija, Tarlac Province, and Zambales.
 - b. Best School Learning Resource Management and Development Section Implementer for City Divisions which is composed of Angeles City, San Fernando City, Mabalacat City, Balanga City, Malolos City, Meycauayan City, San Jose del Monte City, Cabanatuan City, Gapan City, San Jose City, Science City of Munoz, Olongapo City and Tarlac City.


The awarding of the Top three (3) winners in each category shall be held on December 3, 2018, 9:00 o'clock in the morning at DepED RO3 Aquino Hall.

Meanwhile the Top Three (3) entries for the Best School Learning Resource Management and Development Section Implementers shall be identified by the Division LRMDs Team.

5. Meals, accommodation, supplies and materials, transportation expenses of evaluators, rental of vehicles, and other incidental expenses during the evaluation and awarding ceremony shall be charged against the Regional MOOE. Meanwhile the Division and School participants' travel expenses and other incidental expenses shall be charged against the Division/School MOOE or any other available funds.

All expenses relative to this activity shall be subject to the usual accounting and auditing rules and regulations.

6. Immediate and wide dissemination of this Memorandum is desired.


MALCOLM S. GARMA, CESO V
Director III
Officer-in-Charge
Office of the Regional Director