



Republic of the Philippines
Department of Education
 REGION I
 SCHOOLS DIVISION OF VIGAN CITY

DIVISION MEMORANDUM

No: 859, s. 2025

PARTICIPANTS IN THE PROGRAM IMPLEMENTATION REVIEW ON LEARNING RESOURCE MANAGEMENT AND DEVELOPMENT SYSTEM, AND UTILIZATION OF SELF-LEARNING MODULES AND OTHER LEARNING RESOURCES

TO: Asst. Schools Division Superintendent
 Chief Education Supervisor- CID
 School Heads (NES, VNHSW)
 All Others Concerned

1. Relative to Regional Memorandum No. 1502, s. 2025, titled Program Implementation Review on Learning Resource Management and Development System, and Utilization of Self Learning Modules and Other Learning Resources, the following personnel are advised to attend the activity at the National Educators Academy of the Philippines Regional Office I (NEAP R1), San Vicente, City of San Fernando on December 14-17, 2025.

NAME	POSITION	SCHOOL/OFFICE
Rommel Rabo	EPS-LRMS	SDO
Clarito Siababa	EPS-EsP	SDO
Aldrich Quiocho	PDO II	SDO
Allan Barrientos	Librarian II	SDO
Richard Agtutubo	Principal III	NES
Glenn Tadena	Principal I	VNHSW

2. All participants are expected to be at the venue on December 14, 2025 before 8:00 a.m. They are requested to bring LRMDs documents, LRIS/Portal and learning resources utilization reports, laptop, extension cord and back-up pocket wifi. Moreover, they are also required to register at <https://tinyurl.com/Pre-RegPIRLRMDImplementation> on or before November 14, 2025.

3. Meals, venue and accommodation shall be charged to FY 2025 General Appropriations Act (GAA). Travel expenses of the participants will be downloaded to the School Division Office thru the issuance of Sub-Allotment Release Order (SARO). First meal to be served shall be breakfast on December 14, 2025 and the last meal shall be dinner on December 17, 2025.

4. Service credits or Compensatory Time-Off (CTO) shall be granted to participants for services rendered on weekends in accordance with the provision of DepEd Order No. 53, 2. 2003 and CSC-DBM Joint Circular No. 2, s. 2024.



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5. Attached is the Regional Memorandum No. 1502, s. 2025 for reference.
6. Immediate dissemination of this Memorandum is desired.

Vilma D. Eda
VILMA D. EDA, CESO V
Schools Division Superintendent

Enclosure: none
Reference: RM 1502, s. 2025
To be indicated in the Perpetual Index
Under the subject:

LEARNING RESOURCES

CID/ITT/DM_PIRLRMDSImplementation
November 7, 2025



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Republic of the Philippines
Department of Education
REGION I



REGIONAL MEMORANDUM

No. 1502, s. 2025

**PROGRAM IMPLEMENTATION REVIEW ON LEARNING RESOURCE
MANAGEMENT AND DEVELOPMENT SYSTEM, AND
UTILIZATION OF SELF-LEARNING MODULES AND
OTHER LEARNING RESOURCES**

To: Schools Division Superintendents
All others concerned

1. The Learning Resource Management and Development System plays a critical role in providing teachers and learners with high quality, relevant and appropriate resource, including digital and print materials. Recent feedback and usage data indicate opportunities for optimization, such as improving system usability, resource inclusivity, and distribution efficiency. Anent this, the Regional Office through the Curriculum and Learning Management Division-Learning Resource Management Section will be conducting the Program Implementation Review on the Learning Resource Management and Development System, and Utilization of Self-Learning Modules and other Learning Resources at the National Educators Academy of the Philippines Regional Office I (NEAP RI), San Vicente, City of San Fernando on December 14-17, 2025.

2. The activity aims to realize the following:
a. assess the effectiveness of resource development, management, and utilization in supporting educational outcomes;
b. identify strengths, gaps, and actionable recommendations for improving resource management;
c. review the system's functionality, user interface, content repository, and integration with teaching practices;
d. foster collaboration among educators, administrators, and stakeholders to drive improvements in learning resource practices.

3. The review will involve hands-on evaluations, stakeholders inputs, and synthesis to produce a comprehensive report with implementation recommendations. Thus, engagement of the following personnel is requested:

- a. LRMS Personnel
 - a.1. Education Program Supervisor In-Charge of Learning Resources;
 - a.2. Program Development Officer;
 - a.3. Division Librarian;
- b. Learning Area Supervisor;
- c. Elementary School Principal;
- d. Secondary School Principal;
- e. Public Schools District Supervisor;
- f. District LR Coordinator;
- g. School LR Coordinator

(Note: Please see Annex A for the slot per Schools Division Office)



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4. All participants are expected to be at the venue on December 14, 2025 before 8:00 AM. They are also requested to bring LRMSD documents, LRIS/LR Portal and learning resources utilization reports, laptop, extension cord and back-up pocket wifi. Moreover, the participants are required to register at <https://tinyurl.com/Pre-RegPIRLRMDSImplementation> on or before Friday, November 14, 2025 until 5:00 PM.
5. Meals, venue and accommodation shall be charged to FY 2025 GAA. Travel expenses will be downloaded to the Schools Division Offices through an issuance of a Sub-Allotment Release Order. First meal to be served shall be breakfast on December 14, 2025 and the last meal shall be dinner on December 17, 2025.
6. Service credits or compensatory time-off shall be granted for services rendered on Sunday to the participants with the provisions of DepEd Order No. 53, s. 2023 and CSC-DBM Joint Circular No. 2, s. 2004.
7. For clarification or further queries, please contact Arlene A. Niro, Chief Education Supervisor, Curriculum and Learning Management Division through 072-682-2324 loc. 120 or through Gina A. Amoyen, Education Program Supervisor, Learning Resource Management Section through 072-682-2324 loc. 121 or email at lrmsd.region1@deped.gov.ph.
8. Attach is the matrix of activities.
9. For information and guidance.



TOLENTINO G. AQUINO
Director IV

Encl.: As stated
Reference: None
To be indicated in the Perpetual Index
Under the subject:

LEARNING RESOURCES

CLMD/gaa/RM_PIR.LRMSD.Implementation&UtilizationofLRs
November 5, 2025



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Annex A: Slot per Schools Division Office

	LRMS Personnel	Learning Area Supervisor	School Head (Elementary)	School Head (Secondary)	PSDS	District LR Coordinator	School LR Coordinator	TOTAL
Alaminos City	3	1	1	1				6
Batac City	3	1	1	1				6
Candon City	3	1	1	1				6
Dagupan City	3	1	2	2	1	1	1	11
Ilocos Norte	3	1	2	2	1	1	1	11
Ilocos Sur	3	1	2	2	1	1	1	11
Laoag City	3	1	1	1				6
La Union	3	1	2	2	1	1	1	11
Pangasinan I	3	2	2	2	2	2	4	17
Pangasinan II	3	2	2	2	2	2	4	17
San Carlos City	3	1	2	2	1	1	1	11
San Fernando City	3	1	1	1				6
Urdaneta City	3	1	2	2	1	1	1	11
Vigan City	3	1	1	1				6
TOTAL								136

Matrix of Activities

	Day 1	Day 2	Day 3	Day 4
6:00-8:00	Arrival and Settling In	MOL	MOL	MOL
8:20-10:00	Preliminary Activities and Opening Program	Portal Usability Testing	Data Analysis	Presentation of Findings and Recommendations
10:00-10:20	Health Break	Health Break	Health Break	Health Break
10:20-12:00	LRMDS Walkthrough	Auditing Management Processes	Data Analysis	Final Analysis and Action Planning
12:00-1:00	Health Break	Health Break	Health Break	Health Break
1:00-3:15	Initial Data Review	Gathering of Stakeholders Insights (FGD/Interview)	Hands-on Field Simulations or Observations	Presentation of Action Plans
3:15-3:30	Health Break	Health Break	Health Break	Health Break
3:30-5:00	Resource Sampling Audit	Theme Synthesis and Presentation of Outputs	Consolidation of Findings and Drafting of Recommendations	Ways Forward and Closure
OUTPUTS	<i>Baseline gap notes and feedback forms</i>	<i>Audit checklists and priority improvement areas</i>	<i>Findings and recommendations</i>	<i>Action Plan</i>