



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
**REGION IV-A CALABARZON**  
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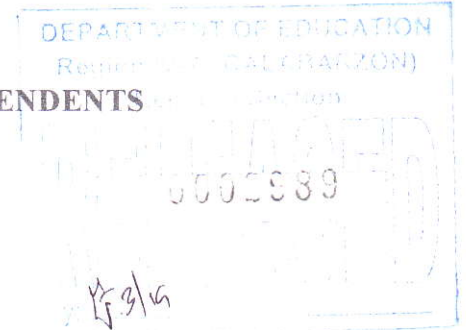
**MEMORANDUM**

**TO :** **SCHOOLS DIVISION SUPERINTENDENTS**

**FROM :** **DIOSDADO M. SAN ANTONIO**  
Director IV

**SUBJECT :** **Updated Status of Regional/Division Library Hubs**

**DATE :** March 18, 2014



In line with the implementation of RAT Plan, the Library Hub Team of DepED Central Office shall prepare an updated summary report of all Hubs nationwide for appropriate action of the new management.

In this connection, all School Divisions must submit a **CONSOLIDATED REPORT PER DIVISION** (*Please see enclosure for the standard format to be used.*) and **ANNUAL ACCOMPLISHMENT REPORT WITH PICTURES** through courier or email on or before March 21, 2014. This Office would also like to receive information from the field if there are still Schools Divisions without library hub yet or with pending library hub applications.

For further information, please contact Jennifer E. Lopez, Education Program Supervisor, Curriculum and Learning Management Division at telephone number (02) 647-4914 or email at [clmt.calabarzon@yahoo.com](mailto:clmt.calabarzon@yahoo.com).

Immediate dissemination and compliance to this Memorandum is desired.

CLMD/JEL

Received: Joseph  
3/18/14  
4743

Enclosure *Standard Format for Consolidated Report Per Division*

Please follow the standard format below, using MS Word or Excel in landscape orientation, for your consolidated report of the updated status of library hubs per Division.

*For example*

**Division – QUEZON PROVINCE**

<b>LOCALITY &amp; BATCH NUMBER</b>	<b>SCHOOL</b>	<b>STATUS</b> <small>(e.g. with new or renovated building; with complete furniture &amp; equipment; with books; with librarian or staff, etc.)</small>	<b>REMARKS</b> <small>(e.g. functional, not functional, waiting for books, waiting for furniture &amp; equipment, no staff, books are not borrowed, etc.)</small>	<b>ACTION TAKEN OR RECOMMENDATION</b> <small>of the Division Team headed by the SDS as the Project Manager</small>
1. Gumaca (Batch 2)	Gumaca ES	Renovated building with complete furniture & equipment; with complete book delivery; with licensed librarian and staff	Functional	On-going operation
2. Lucban (Batch 1)	Lucban ES	Renovated Gabaldon Building with complete amenities; with books; with staff	Functional	Active use of the library (Please see annual accomplishment report.)
3. Sariaya (Batch 6)	Sariaya ES	Renovated school building; with books	Not functional because there are no furniture, equipment and staff available	Waiting for the release of funds from the LGU; on-going follow-up

Prepared and Verified:

Signature Over Printed Name of Division Library Hub Coordinator and Contact Number