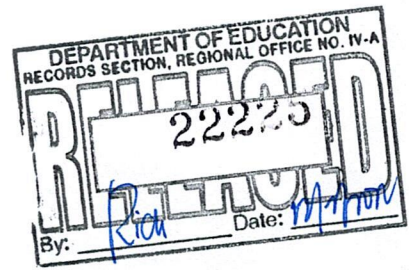




Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON



29 November 2022

**Unnumbered Memorandum**

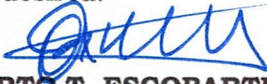
**WORKSHOP ON THE FINALIZATION OF THE DRAFT GUIDELINES IN  
THE ESTABLISHMENT, MANAGEMENT AND OPERATION OF THE  
DEPED LIBRARIES**

To **Schools Division Superintendents of Bacoor City, Biñan City  
and Imus City**

1. In reference to BLR-2022-11-EC1893 re: **Workshop on the Finalization of the Draft Guidelines in the Establishment, Management and Operation of DepEd Libraries**, the Bureau of Learning Resources will conduct said activity on **December 5-9, 2022, at DepEd Ecotech, Lahug, Cebu City.**
2. The identified participants in this national activity are as follows:

Name	Designation	Office/ Station
Jennifer U. Cruz	Librarian II	SDO Bacoor City
Alan E. Medenilla	Librarian II	SDO Biñan City
Reden M. Cruzado	Librarian II	SDO Imus City

3. Board and lodging of the participants will be shouldered by the Bureau of Learning Resources. Travelling expenses will be reimbursed through funds to be downloaded to the Regional office chargeable to BLR Textbooks and Other Instructional Materials Fund subject to the usual government accounting and auditing rules and regulations upon submission of required documents. If the downloaded fund for travel expenses is not enough, the excess amount shall be charge to the respective office's local funds. The participants are required to take the most economical means of transportation in attending this activity and are requested to bring laptop and vaccination card.
4. For clarification and further inquiries, you may contact Mr. Marlon G. Ompoc, Librarian II of BLR-Quality Assurance Division, at (02) 8631-9294 or [marlon.ompoc@deped.gov.ph](mailto:marlon.ompoc@deped.gov.ph).
5. Immediate dissemination of this Memorandum is desired.

  
**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
Regional Director

cc: clmd/dcta



Address: Gate 2, Karangalan Village, Cainta, Rizal  
Telephone Nos.: 02-8682-5773/8684-4914/8647-7487  
Email Address: region4a@deped.gov.ph  
Website: depedcalabarzon.ph



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