



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



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10 October 2024

Regional Memorandum

No.737 s.2024

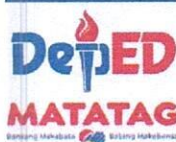
**SUBMISSION OF REPORT ON THE STATUS OF DISTRIBUTION
AND UTILIZATION OF SUPPLEMENTARY LEARNING
RESOURCES PROCURED BY THE REGIONAL
OFFICE FOR 2023**

To **Schools Division Superintendents**

1. In line with DepEd R4A's ongoing efforts to ensure the efficient and timely delivery of Supplementary Learning Resources to the respective Library Hubs, this Office is requesting the submission of a report on the Status of Distribution and Utilization of Supplementary Learning Resources Procured by the Regional Office for 2023.
2. The scanned signed file and Excel file (editable file) shall be uploaded and submitted through this link: <https://tinyurl.com/4z64vpct>. The deadline for submission is **October 17, 2024**.
3. Please see attached Enclosure 1 for the template.
4. For clarification and further inquiries, you may contact the Curriculum and Learning Management Division- Learning Resource Management Section, at (02) 8681-2114 local 421.
5. Immediate and widest dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

02/Roc2



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Certificate No. PHP QMS
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Enclosure 1

**SUBMISSION OF REPORT ON THE STATUS OF DISTRIBUTION AND UTILIZATION OF SUPPLEMENTARY LEARNING
RESOURCES PROCURED BY THE REGIONAL OFFICE FOR 2023**

Date: _____

Division: _____

School/Library Hub: _____

Item No.	Title of Learning Resource	Quantity Delivered	Date Delivered	Received By (Name & Signature)	Distribution Status (Delivered/In Progress)	Utilization (In Use/Stored)	Remarks
1							
2							
3							
4							

Prepared by:

Division Librarian/Library Hub Personnel

Division LR Supervisor

Noted by:

CID Chief

Approved:

Schools Division Superintendent