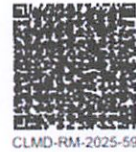




Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



23 January 2025

Regional Memorandum
No.59 s. 2025

**GUIDELINES ON THE PROPER DISTRIBUTION AND USE
OF SUPPLEMENTARY LEARNING RESOURCES
FOR LIBRARY HUBS PROCURED
BY THE REGIONAL OFFICE**

To **Schools Division Superintendents**

1. In line with DepEd Order No. 24, s. 2023, this memorandum reiterates the guidelines on the proper distribution and utilization of regionally procured supplementary learning resources for library hubs. These resources aim to enhance learning delivery and ensure equitable access to quality educational materials for all learners.
2. The distribution of supplementary learning resources must be prompt and equitable to ensure all intended recipients receive them without delay. This process should be based on the inventory of learners and schools submitted by the respective SDOs. To oversee and monitor the distribution effectively, the SDOs shall designate focal persons who will ensure the smooth implementation of this initiative.
3. Schools must maximize the use of supplementary learning resources in alignment with the specific objectives outlined in DepEd Order No. 24, s. 2023. Teachers are encouraged to integrate these resources into lesson delivery to enhance learner outcomes. Additionally, learners and parents must be oriented about the proper care and responsible use of these resources to maintain their usability and effectiveness.
4. SDOs shall regularly monitor the distribution and utilization of resources to ensure adherence to regional and national guidelines. Schools are required to submit quarterly utilization reports to their respective SDOs. Any challenges or issues encountered during the distribution or use of the resources must be promptly reported to the Regional Office for appropriate action.
5. Immediate and widest dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

02/Roc2



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



Certificate No. PHP QMS
22 93 0085