



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



CLMD-RM-2025-398


**Regional Memorandum**  
No. 398 s. 2025

28 May 2025

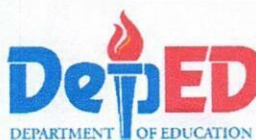
**REITERATION ON THE DISTRIBUTION OF SLM-ADM  
MODULES FOR SCHOOLS IN PREPARATION  
FOR SCHOOL YEAR 2025-2026**

To **Schools Division Superintendents**

1. In preparation for the opening of School Year 2025-2026, this Office reiterates the immediate and proper distribution of all available Supplementary Learning Materials, specifically ADM Modules, from the Schools Division Offices (SDOs) or District Offices to all public elementary and secondary schools across the region.
2. This directive is issued to ensure that all learners are equipped with the necessary learning resources before the start of classes. Timely provision of SLMs will aid in promoting learning continuity and improving learner preparedness for the new academic year.
3. In line with this, the following are hereby directed:
  - a. The Schools Division Offices must conduct an inventory of all available Supplementary Learning Materials (SLMs) and ensure that these are completely distributed to schools before the opening of classes for School Year 2025-2026. Furthermore, the SDOs shall submit a consolidated report on the status of SLM-ADM distribution to the Regional Office two (2) weeks before the opening of classes, using the prescribed template provided through this link: <https://tinyurl.com/SLM-ADM-R4A-Report>. The report must be submitted in both Excel format and PDF format, duly signed by the Schools Division Superintendent.
  - b. School Heads shall acknowledge receipt of the SLMs and ensure the proper handling and dissemination of said materials to learners.
  - c. Any concerns related to the quantity, condition, or delivery of the SLMs must be reported immediately to the Regional Office and addressed accordingly.
4. For clarification and further inquiries, you may contact the CLMD-Learning Resource Management Section at (02) 8681-2114 local 420.
5. Immediate dissemination of this Memorandum is desired.

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

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