



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region X – Northern Mindanao
DIVISION OF MISAMIS ORIENTAL
A. Velez St., Cagayan de Oro City



DIVISION MEMORANDUM
No. 172, s. 2016

**TO: Public Schools District Supervisors
Districts In-Charge/Coordinating Principals
Secondary School Heads
Elementary School Heads
This Division**

FROM: CHERRY MAE L. LIMBACO, Ph.D., CESO V
Schools Division Superintendent *Cherry Mae L. Limbaco*

**RE: Assignment of School and District Learning Resources
Management and Development Focal Persons, and
Selection of Division Learning Resources Evaluators**

DATE: April 4, 2016

1. Pursuant to DepEd Order No. 76, series 2011, entitled the National Adoption and Implementation of Learning Resources Management and Development System (LRMDS), every elementary and secondary school, and district will have a Learning Resources Management and Development Focal Person. Subsequently, school administrators and district supervisors will select Learning Resources Evaluators in their respective school and district according to grades and subject areas specified in enclosure number 1 of this memorandum.
2. Public Schools District Supervisors, Districts In-Charge and Coordinating Principals are advised to submit the names of the LRMD Focal Persons and Learning Resources Evaluators (LREs) to this office c/o Mary Grace V. Gallana, Education Program Supervisor (LRMDS) of the Curriculum Implementation Division (CID) not later than April 15, 2016.
3. Every district will recommend one LRE per grade per subject area for the composition of Division LREs. Every recommended teacher/administrator will submit the following:

- 3.1 Application letter signifying interest to serve as LRE of the division addressed to the Schools Division Superintendent;
 - 3.2 Duly accomplished Personal Data Sheet (enclosure no. 2); and
 - 3.3 Other pertinent documents such as:
 - 3.3.1 Photocopy of service record;
 - 3.3.2 Transcript of records; and
 - 3.3.3 Certificates of relevant training attended since 2010
4. For guidance and compliance.

CMLL/mgvg/cbm

A. Suggested Number of School Learning Resources Evaluators (LREs)

Subject Areas	Number of LREs			
	Kinder	Grades 1-3	Grades 4-6	Grades 7-10
Filipino	1	1	1	1
English				1
Mathematics		1	1	1
Science				1
Araling Panlipunan				1
Edukasyon sa Pagpapakatao		1	1	1
EPP/TLE				1
Music and Arts				1
Physical Education and Health			1	1

NOTE: Small schools may have one LRE across all the grades and/or subject areas. e.g. one LRE in Filipino for Grades 1-6 or one LRE for Grade 1 in all subject areas
 Big schools may have one LRE per grade level and/or subject area.
 Assignment of School LREs will be the prerogative of the school heads.
 Assignment of District LREs will be the prerogative of district supervisors.

B. Suggested Number of District Learning Resources Evaluators (LREs)

Subject Areas	Number of LREs			
	Kinder	Grades 1-3	Grades 4-6	Grades 7-10
Filipino	3	3	3	3
English		3	3	3
Mathematics		3	3	3
Science		1	3	3
Araling Panlipunan		3	3	3
Edukasyon sa Pagpapakatao		3	3	3
EPP/TLE		3	3	3
Music and Arts		3	3	3
Physical Education and Health		3	3	3

**Attached passport
size photo taken
within six months**

Personal Data Sheet

Name: _____

Family	First	Middle/Maiden
Date of Birth: _____ Sex: _____ Civil Status: _____		
Place of Birth: _____		Designation: _____
Home Address: _____		
Office/School Address: _____		
Cell Number: _____	Email Address: _____	
Name of Superior: _____		Designation: _____
Address: _____		Contact Number: _____

Preference	Learning Area Specialization	Grade Level
1 st preference		
2 nd preference		

Have you ever served as Learning Resource Evaluator (LRE) for DepEd? Yes No

If Yes, when and what subject and grade level? _____

Relevant Background

Educational Background

Name of School/University	Degree Earned	Inclusive Dates	Honors Received

Service Record (include experience outside government and continue on a separate sheet if necessary)

Position	Institution/Agency	Inclusive Dates

Learning Area Taught (for at least 5 years)	School/College/University	Inclusive Dates

Special Studies, Training, Grants, Other Qualifications Relevant to LR Evaluation (From 2010 to the present only: continue on a separate sheet if necessary)

Title of Seminar/Conference /Training Course	Nature of Participation	Conducted by	Inclusive Dates

Instructional Materials you have written, edited, evaluated, proofread, contributed to, or served as consultant (continue on a separate sheet if necessary)

Title of Instructional Material	Publisher	Year Published

References (Person not related by consanguinity or affinity to applicant)

Name	Address	Telephone Number

Applicant's Signature over PRINTED NAME

Date Accomplished