



Republic of the Philippines
Department of Education
SCHOOLS DIVISION OF MARINDUQUE

Office of the Schools Division Superintendent

MEMORANDUM

CID-2025- 049

TO: Asst. Schools Division Superintendent
Chief Education Supervisor, CID
Public Schools District Supervisors
Public Elementary, Secondary, and Integrated School Heads
School Library Designates
Other Concerned

FROM: 
LYNN G. MENDOZA, EdD
OIC, Schools Division Superintendent

SUBJECT: **DISSEMINATION OF REGIONAL MEMORANDUM NO. 127 S. 2025
RE: SALIN KAALAMAN TUNGO SA KAUNLARAN - EDUK-AKSYON:
CAPABILITY TRAINING ON LIBRARY AND INFORMATION
SERVICES AND RESOURCES TOWARDS EFFECTIVE
MANAGEMENT AND UTILIZATION OF SLRs (PHASE 2)**

DATE: October 13, 2025

1. Please see attached Regional Memorandum No. 127, s. 2025 re: **SALIN KAALAMAN TUNGO SA KAUNLARAN - EDUK-AKSYON: CAPABILITY TRAINING ON LIBRARY AND INFORMATION SERVICES AND RESOURCES TOWARDS EFFECTIVE MANAGEMENT AND UTILIZATION OF SLRs (PHASE 2)** on October 27-29, 2025, via Microsoft Teams.
2. Participants in this activity are Division Librarians, School Librarians, Library Hub Librarians, and School Library In-Charge. They shall register using this link: <https://tinyurl.com/RegistrationSalinKaalaman> on or before October 18, 2025. MS Teams link will be sent to the email address provided in the registration form.
3. Attendance to this activity of public school teachers and other officials should observe the "No Disruption of Classes Policy" as stipulated in DepEd Order No. 9, s. 2005 entitled "Instituting Measures to Increase Time-on-Task and Ensuring Compliance Therewith".
4. For queries and clarifications, please contact **Dr. Mariam B. Rivamonte**, Education Program Supervisor-LRMS or **Charmain J. Mogol**, Librarian II through mobile number 09778514810/ 09297035496.
5. Immediate and wide dissemination of this Memorandum is desired.



Republic of the Philippines
Department of Education
MIMAROPA REGION

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Office of the Regional Director

September 29, 2025

REGIONAL MEMORANDUM

No. 127, s. 2025

SALIN KAALAMAN TUNGO SA KAUNLARAN – EDUK-AKSYON: CAPABILITY TRAINING ON LIBRARY AND INFORMATION SERVICES AND RESOURCES TOWARDS EFFECTIVE MANAGEMENT AND UTILIZATION OF SLRs (PHASE 2)

To: **ASSISTANT REGIONAL DIRECTOR
SCHOOLS DIVISION SUPERINTENDENTS
CHIEFS, REGIONAL FUNCTIONAL DIVISIONS
ALL OTHERS CONCERNED**

1. The Department of Education MIMAROPA Region, through the Curriculum and Learning Management Division – Learning Resource Management Section (CLMD-LRMS), reaffirms its commitment to delivering quality service to the nation's learners by continuously enhancing the competencies of librarians and school library in-charge. In partnership with the Polytechnic University of the Philippines (PUP), the Region successfully conducted Phase 1 of the SALIN KAALAMAN TUNGO SA KAUNLARAN – EDUK-AKSYON: Capability Training on Library and Information Services and Resources Towards Effective Management and Utilization of Supplementary Learning Resources (SLRs) on October 24–27, 2023. Building on the gains of this initial phase, the Region will implement Phase 2 of the training on October 27–29, 2025, via Microsoft Teams.

2. The activity aims to:

- a. strengthen the professional competencies of school librarians and teachers-in-charge by providing training on library orientation, research skills development, and effective use of online databases and e-journals.
- b. enhance the delivery of library and information services by equipping personnel with strategies for community outreach, digital citizenship, and ethical use of information resources.
- c. promote innovation in school library management by integrating technology, interactive platforms, and modern tools into instructional and resource services for effective SLR utilization

3. Participants to this activity are the Division Librarians, School Librarians, Library Hub Librarians, and School Library-In-Charge.

CLMD-LRMS/MMM-DS



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4. All participants shall register using this link: <https://tinyurl.com/RegistrationSalinKaalaman> on or before October 18, 2025. MS Teams link will be sent to the email address provided in the registration form.

5. Attached also to this memorandum is the Training Matrix (**Enclosure 1**) for reference.

6. For queries or clarifications, please contact **Wendell I. Formalejo**, Chief Education Supervisor, CLMD or **Magnolia M. Mabulo-Delos Santos**, Librarian II via mimaropa.region@deped.gov.ph and lrmds.mimaroparegion@deped.gov.ph.

7. Immediate and wide dissemination of this Memorandum is desired.



NICOLAS T. CAPULONG, PhD, CESO III
Director IV
Regional Director 

Encl: As stated

Reference: None

To be indicated in the Perpetual Index under the following subjects:

SCHOOL LIBRARY
LIBRARIANS
SCHOOL LIBRARY-IN-CHARGE
LIBRARY AND INFORMATION SERVICES

Enclosure 1

MATRIX OF ACTIVITY

SALIN KAALAMAN TUNGO SA KAUNLARAN – EDUK-AKSYON: CAPABILITY TRAINING ON LIBRARY AND INFORMATION SERVICES AND RESOURCES TOWARDS EFFECTIVE MANAGEMENT AND UTILIZATION OF SLRs

(PHASE 2)

October 27-29, 2025

DAY	TIME	ACTIVITY	DESCRIPTION
1	8:30 A.M. – 9:00 A.M.	Opening Program	
	9:00 A.M. – 12:00 P.M.	Library Orientation Strategies <i>(Ms. Vivian A. Lirio)</i>	This session will equip library personnel with strategies to design and deliver orientation programs for students and teachers, ensuring familiarity with library resources, layout, and services, thereby promoting effective SLR utilization at the beginning of the school year.
	1:00 P.M. – 5:00 P.M.	Research Skills Development Workshop <i>(Dr. Sumande)</i>	Focused on strengthening research competencies of library personnel, this workshop highlights how effective searching, evaluating credible sources, and proper citation contribute to maximizing the value of SLRs in academic and research contexts.
2	8:00 A.M. – 12:00 P.M.	Online Database and E-Journal Training <i>(Ms. Nadeshya Valila)</i>	A practical session on navigating online databases and academic journals, aimed at enhancing personnel's capacity to guide users in accessing and integrating digital resources alongside SLRs.
	1:00 P.M. – 5:00 P.M.	Community Outreach and Engagement <i>(Dr. Bernice Mangabat)</i>	This session will empower library personnel to extend the impact of SLRs beyond the school by planning outreach programs that actively involve parents, communities, and local organizations in literacy and information initiatives.
3	8:00 A.M. – 12:00 P.M.	Digital Citizenship and Ethics Training <i>(Assoc. Prof. Dimasaca)</i>	Designed to build awareness of responsible and ethical use of digital information, this training ensures that SLR management and use are aligned with principles of copyright, plagiarism prevention, and online safety.
	1:00 P.M. – 4:00 P.M.	Technology Integration in Library Services <i>(Dir. Joselito Domingo)</i>	This session will showcase innovative ways to integrate technology into library and information literacy instruction, utilizing apps, online tools, and interactive platforms to optimize the management and engagement with SLRs.
	4:00 P.M. – 4:30 P.M.	Closing Program	