



Republic of the Philippines
Department of Education
MIMAROPA REGION
SCHOOLS DIVISION OF MARINDUQUE



Office of the Schools Division Superintendent

DIVISION MEMORANDUM

TO: Asst. Schools Division Superintendent
Chief Education Supervisor, CID
Public Schools District Supervisors
Public Elementary and Secondary School Heads
District LR Consultants
All Others Concerned

FROM: 
LYNN G. MENDOZA, EdD
Schools Division Superintendent

SUBJECT: **REITERATION OF CENTRAL OFFICE JOINT MEMORANDUM DM-OUCT-2023-014 & REGIONAL OFFICE MEMORANDUM-CLMD-LRMS-2023-004 RE: POLICY GUIDELINES ON THE UTILIZATION, USEFUL LIFE, AND STORAGE AND MAINTENANCE OF SELF-LEARNING MODULES (SLMS), DIGITAL DEVICE, AND OTHER LEARNING RESOURCES IN LIGHT OF COVID-19 PANDEMIC AND OTHER EMERGENCIES**

DATE: September 7, 2023

Please see attached CO Joint Memorandum DM-OUCT-2023-114 re: Provision of Information and Reiteration of Policy Guidelines of the Department of Education and Other Concerned National Government Agencies' on Utilization, Useful Life, and Storage and Maintenance of Self-Learning Modules (SLMs), Digital Device, and Other Learning Resources in Light of COVID-19 Pandemic and Other Emergencies dated January 12, 2023 and RO Memorandum-CLMD-LRMS-2023-004 re: Reiteration of the Policy Guidelines on the Utilization, Useful Life, and Storage and Maintenance of Self-Learning Modules (SLMs), Digital Device, and Other Learning Resources in Light of COVID-19 Pandemic and Other Emergencies dated February 14, 2023 which are self-explanatory.

For information, guidance and compliance.

*"DepEd Marinduque: Heart of the Philippines
Lead to Excel, Excel to Lead"*



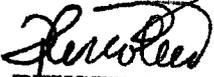


Republic of the Philippines
Department of Education

JOINT MEMORANDUM
DM-OUCT-2023-014

TO : **REGIONAL DIRECTORS**
SCHOOLS DIVISION SUPERINTENDENTS

FROM : 
GINA O. GONONG
Undersecretary for Curriculum and Teaching


ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

SUBJECT : **PROVISION OF INFORMATION AND REITERATION OF**
POLICY GUIDELINES OF THE DEPARTMENT OF EDUCATION
AND OTHER CONCERNED NATIONAL GOVERNMENT
AGENCIES' ON UTILIZATION, USEFUL LIFE, AND STORAGE
AND MAINTENANCE OF SELF-LEARNING MODULES (SLMs),
DIGITAL DEVICE, AND OTHER LEARNING RESOURCES IN
LIGHT OF COVID-19 PANDEMIC AND OTHER EMERGENCIES

DATE : **January 12, 2023**

1. This Joint Memorandum provides information and reiterates policy guidelines of the Department of Education and concerned National Government Agencies (NGAs) on the utilization, useful life, storage, and maintenance of learning resources, including but not limited to self-learning modules (SLMs) and digital devices that were acquired and distributed during the implementation of distance learning in light of the COVID-19 health emergency. Unless otherwise repealed or rescinded by subsequent issuances, these guidelines shall apply to all other learning resources to be procured, acquired, and distributed in the succeeding school years.
2. The SLMs shall remain the primary learning resource for various distance learning delivery modalities and supplementary learning resource for in-person classes from Kindergarten to Senior High School. As ADM modules, the SLMs shall continue to be used by all learners who availed of any of the ADMs so that they can continue learning and finish basic education despite their difficulty in accessing schools. Hence, using quality-assured SLMs procured by field offices in different content and accessible formats remains essential. They shall continue to be utilized by all schools in all grade levels,

along with textbooks and other supplementary learning resources supportive of implementing learning delivery modalities applicable to the local contexts.

Reporting of SLM Errors

3. The field offices shall retain the mechanisms for addressing reported errors and content issues in the SLMs based on the provisions indicated in the Joint Memorandum DM-OUCI-2021-261, Clarifications on DM-OUCI-2021-195 (Supplementary Guidelines in the Utilization of Downloaded Funds for the Provision of Quarters 1 and 2 Learning Resources of SY 2021-2022) and Provision of Information for the Continuous Response of the Department to the Pandemic As Regards Learning Resources, Compliance with COA Rules and Other Regulations, and Submission of Reports.

Use and Preservation of SLMs and Digital Devices

4. In compliance with the Commission on Audit (COA) Circular No. 2022-004, Section 4, item 4.12, which states that "the agency shall determine/provide the estimated useful life of each semi-expendable property, subject to the post-audit of COA auditors concerned," DepEd prescribes that SLMs shall have a multi-year utilization with a projected life span of three to five years and be classified as semi-expendable material.
5. Consistent with the Joint Memorandum DM-OUCI-2021-261, regional offices (ROs), schools division offices (SDOs), and schools shall adopt measures to preserve SLMs for further use. SLMs and all other learning resources procured by the ROs and SDOs shall be properly accounted for, kept in good condition, and safeguarded against loss or wastage in compliance with Section 2 of Presidential Decree No. 1445 and other relevant government issuances for proper recording and accountability.
6. Procuring entities or recipient schools shall devise means to save digital versions of the SLMs and other digital learning resources. Other available learning resources or programs that may be stored in procured digital devices can be downloaded from the DepEd Learning Resource Portal accessible via the link <https://lrmds.deped.gov.ph/>.
7. Teachers shall orient learners on the basic use of digital devices and resources. They shall prohibit any unauthorized saving of non-educational items or non-school related files/programs in the digital device. Schools shall designate school ICT coordinators, with the assistance of other available and able school personnel, to check on the contents of the digital device before distributing the same to learners to ensure that no unauthorized file or program is stored in these digital devices.

Procurement of LRs and Devices

8. The procurement and use of the said learning resources and other devices shall be subjected to the existing guidelines on the acquisition, distribution, issuance, use, and return of semi-expendable supplies and equipment as stated in DO No. 012, s. 2022.
9. For information, guidance, and compliance.



Republic of the Philippines
Department of Education
 MIMAROPA REGION

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Office of the Regional Director

MEMORANDUM

CLMD-LRMS-2023-004

TO : **SCHOOLS DIVISION SUPERINTENDENTS
 CHIEFS, REGIONAL FUNCTIONAL DIVISIONS**

FROM : **NICOLAS T. CAPULONG, PhD, CESO III**
 Director IV
 Regional Director *NTC-14-2023*

SUBJECT : **REITERATION OF POLICY GUIDELINES ON THE
 UTILIZATION, USEFUL LIFE, AND STORAGE AND
 MAINTENANCE OF SELF-LEARNING MODULES (SLMs),
 DIGITAL DEVICE, AND OTHER LEARNING RESOURCES
 IN LIGHT OF COVID-19 PANDEMIC AND OTHER
 EMERGENCIES**

DATE : **February 14, 2023**

Attached is Joint Memorandum DM-OUCT-2023-014 providing information and reiterating the policy guidelines on the utilization, useful life, and storage and maintenance of learning resources, including but not limited to self-learning modules (SLMs) and digital devices that were acquired and distributed during the implementation of distance learning in light of the COVID-19 health emergency.

Said guidelines shall apply to all other learning resources to be procured, acquired, and distributed in the succeeding school years unless otherwise repealed or rescinded by subsequent issuances.

It further reiterated that all reported errors and content issues found in the distributed learning resources both in print and online shall be communicated to this Office via email at mimaropa.region@deped.gov.ph cc lrmds.mimaroparegion@deped.gov.ph for appropriate action.

For information, guidance, and compliance.

CLMD-LRMS/FRRR/02-14-2023

UM: REITERATION OF POLICY GUIDELINES ON THE UTILIZATION, USEFUL LIFE, AND STORAGE AND MAINTENANCE OF SELF-LEARNING MODULES (SLMs), DIGITAL DEVICE, AND OTHER LEARNING RESOURCES IN LIGHT OF COVID-19 PANDEMIC AND OTHER EMERGENCIES



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