



Republic of the Philippines
Department of Education
 REGION VIII
 SCHOOLS DIVISION OF CALBAYOG CITY

June 30, 2025

DIVISION MEMORANDUM

No. 299, s. 2025

CONDUCT OF SIMULTANEOUS INTER-SCHOOL MONITORING ON THE DISTRIBUTION AND UTILIZATION OF VARIOUS CO AND RO PROCURED AND DELIVERED LEARNING RESOURCES

To: Education Program Supervisors/District Adopters
 Public Schools District Supervisors
 Division Supply Officer
 Administrative Officer II
 All others Concerned

1. In consonance with the Regional Memorandum No. 382, s. 2025, dated March 31, 2025, the Curriculum Implementation Division through the Learning Resource Management Section (CID-LRMS) will conduct a Simultaneous Inter-School Monitoring on the Distribution and Utilization of Various CO and RO Procured and Delivered Learning Resources on July 28 to August 1, 2025 within the district.

2. Each district shall organize two (2) Learning Resource Monitoring teams. Team 1 will be headed by the EPS Adopter and Team 2 will be headed by the PSDS with at least 2 team members each coming from the Administrative Officer II (O II)/COS of their District. In case the EPS Adopter/PSDS is on official travel, the District LR focal person/Central principal will take over the position.

3. District which has few AO II can maximize the participation of School Heads provided that when his/her school is monitored, she/he should be present.

3. The objectives of this activity are the following:
- a. assess the extent of utilization of LRs;
 - b. evaluate the equity of distribution;
 - c. examine the adequacy of storage and maintenance practices; and
 - d. identify barriers to effective utilization.

4. Below is the timeline of this activity:

DATE	ACTIVITY	PERSONS INVOLVED	VENUE/PLACE
JUNE 30, 2025	PLANNING/ORIENTATION	CID TEAM, AO II	SPCES
JULY 1, 2025	DISTRICT PLANNING MEETING	EPS ADOPTER, PSDS, ALL SHs, AO II	DISTRICT
JULY 2-25, 2025	PREPARATION/ GATHERING DATA/MOVs	SHs, AO II	SCHOOL

JULY 28-31, 2025	SIMULTANEOUS INTER-DISTRICT MONITORING	DISTRICT LR TEAMs	SCHOOLS MONITORED
AUGUST 1, 2025	SUBMISSION AND PRESENTATION OF COMPREHENSIVE MONITORING REPORT	DISTRICT LR TEAMs	CID OFFICE

5. This Memorandum serves as Authority to Travel for all concerned.

6. Immediate dissemination of and compliance with this Memorandum are highly desired.

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For the Schools Division Superintendent:

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