



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

October 6, 2021

**REGIONAL MEMORANDUM**

No. **000593**, s. 2021

**FOURTH QUARTER VIRTUAL COORDINATION MEETING  
WITH THE DIVISION LIBRARIANS**

To: Schools Division Superintendents  
All Others Concerned

1. This Office shall conduct a Virtual Coordination Meeting with the Division Librarians on October 11, 2021 at 9:00 a.m. to 11:30 a.m. via Zoom.
2. The meeting aims to realize the following objectives:
  - a. discuss frequently asked questions on plagiarism and copyright infringement;
  - b. demonstrate proper referencing of learning resources using Microsoft Word;
  - c. give updates on the Second Round Quality Assurance of Quarters 3 and 4 ADM-SLMs; and
  - d. discuss other matters related to learning resources and library management.
3. The participants to this activity are the Division Librarians and Regional Office LRMS personnel.
4. All the Schools Division Superintendents shall ensure a 100% attendance of all the expected participants.
5. Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director

Enclosures: None

References: None

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

COORDINATION

MEETING

REFERENCING

CLMD-LRMS-HNC



Government Center, Candahug, Palo, Leyte  
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**ISO 9001:2015 Certified**

