



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

October 16, 2024

**REGIONAL MEMORANDUM**

No. **1293** s. 2024

**WORKSHOP ON THE CONSOLIDATION OF MONITORING AND ACCOMPLISHMENT  
 REPORT OF REGIONAL AND DIVISION LEARNING RESOURCES  
 MANAGEMENT SECTION (LRMS) PERSONNEL**

To: Schools Division Superintendent  
 All Others Concerned

1. this Office, through the Curriculum and Learning Management Division (CLMD) – Learning Resources Management Section (LRMS), shall conduct the **Workshop on the Consolidation of Monitoring and Accomplishment Report of Regional and Division Learning Resources Management Section (LRMS)** on December, 9-12, 2024 in Southern Leyte. Exact venue shall be announced in a separate issuance.

2. The activity aims to attain the following objectives:
- a. consolidate report inter-division monitoring on the distribution and utilization of various learning resources;
  - b. consolidate the accomplishment of the division and region LRMS which includes the utilization report of all downloaded support funds (*see Enclosed Template*);
  - c. revisit the objectives and outputs of the LRMS,
  - d. plan for the FY 2025 LRMS outputs;
  - e. enhance the M and E tool used during FY 2024 inter-division monitoring
  - f. discuss other matters and concerns.

3. In view of this, the schools divisions are required to send participants based on the following:

Participants	Division	No. of Pax
Division LRMS EPSs	13 SDOs	13
Division LRMS Librarians		13
Division LRMS PDOs		13
CLMD Chief and Staffs	Region	13
<b>TOTAL</b>		<b>52</b>

4. The Division LRMS are required to submit the FY 2024 Accomplishments reports following the process, objectives, and mandates duly signed by the CID Chief and Division Superintendent.

3. The first meal of the activity shall be dinner on December 9, 2024 while the last meal shall be lunch on December 12, 2024.



4. The cost of meals, board and lodging, and supplies / materials shall be charged against the program support funds which was downloaded to the Division of Maasin City while travel expenses of participants shall be charged against local funds, subject to the existing accounting and auditing and rules and regulations.
5. Immediate dissemination of and compliance with this Memorandum are desired.

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

Enclosures: None

References: RM No. 1110, s. 2024

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

LRMS                  WORKSHOP



CLMD-LRMS-JBB

Enclosure – **Template of the Accomplishment Report**

Division Header

DIVISION ACCOMPLISHMENT REPORT FY 2024  
(Managed by LRMS)

A. LRMD Processes

A.1 Learning Resources Assessment of Needs (Division LR TA Plan)  
Activity/ies conducted with 2-3 pictures only.

A.2 Development / Redevelopment of Learning Resources (Developed LR)  
Activity/ies conducted with 2-3 pictures only.

A.3 Quality Assurance of Learning Resources (Quality Assured LR)  
Activity/ies conducted with 2-3 pictures only.

A.4 Monitoring on the Utilization Resources (Monitoring Report)  
Activity/ies conducted with 2-3 pictures only.

B. Other LRMS Activities

B.1 Activities... (MOV/s) with 2-3 pictures only.

C. Downloaded Support Funds

No.	Downloaded Funds and Purpose	Amount	Utilized Funds	Remaining Funds
1				
2				
3				

D. Learning resources needs identified that needs support from RO and CO

- 1.
- 2.

E. Issues and Concerns

- 1.
- 2.

Prepared by:

Attested by:

\_\_\_\_\_  
LRMS EPS

\_\_\_\_\_  
CID Chief

APPROVED BY:

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SDS