



Republic of the Philippines
Department of Education
Negros Island Region
SCHOOLS DIVISION OF SAGAY CITY

Aug 07, 2025

DIVISION MEMORANDUM

No. **474** s. 2025

**UPSKILLING FOR SCHOOL LIBRARY AND LR COORDINATORS
ON LEARNING RESOURCES (LR) AND LIBRARY HUB PROCESSES**

To: Assistant Schools Division Superintendent
Chief Education Supervisors – CID & SGOD
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. The Schools Division of Sagay City through the Curriculum Implementation Division-Learning Resource Management System will conduct an upskilling of School Library and Learning Resource (LR) coordinators on Learning Resources and Library Hub Processes on Saturday, August 9, 2025 at Division of Sagay City Library Hub Lobby to start at 8:00 in the morning.
2. Specifically, this activity aims to:
 - a. familiarize participants with library hubs collections, services and processes
 - b. guide participants in the library hub borrowing policies.
 - c. provide updates on Learning Resource Management Information System (LRMIS)
 - d. LR Portal Registration workshop.
3. Participants in this activity will be granted the corresponding service credits in accordance with DepEd Order No. 53, s. 2003.
4. Travel expenses of the participants shall be charged to school MOOE or from other school fund subject to the usual accounting and auditing rules.
5. It is understood that in the conduct of this activity there shall be no discrimination in the provision of such partnership on account of age, school, gender, civil status, disability, religion or other similar factors. personal circumstances that run counter to the principles of equal opportunity.
6. Immediate and wide dissemination of this memorandum is desired.


DANNIE CLARK M. UGUIL, CESE
OIC-Schools Division Superintendent



Enclosure :
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To be indicate in the **Perpetual Index** under the following subjects:

LRMS LIBRARY HUB ORIENTATION

File: dalingco_Memo_Project KBW/LRMS_LibraryHub



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