



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

April 28, 2026

REGIONAL MEMORANDUM

NO. **502** s. 2026

**SUBMISSION OF REPORT AND PLANS ON THE UTILIZATION OF
SUPPLEMENTARY LEARNING RESOURCES
AT THE LIBRARY HUBS**

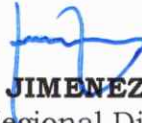
To: Schools Division Superintendents
All Others Concerned

1. In relation to Regional Memorandum No. 462, s. 2026 – Utilization of All Supplementary Learning Resources in Library Hubs, this Office requests the submission of the report and utilization plan for the supplementary learning resources currently stored at the Division Library Hubs.
2. To maximize the timely utilization of available learning resources and to supplement the shortage in the delivery of textbooks, these supplementary learning resources shall be utilized at the school level.
3. The utilization of these materials should undergo the proper technical procedure, if time permits. However, in cases where this procedure cannot be completed before the start of classes, the Division shall develop and implement an appropriate plan and strategy to ensure that these supplementary learning resources are immediately made available to priority schools. These materials may also be transferred to other schools as necessary, depending on the needs of the schools.
4. Schools receiving these resources shall be held accountable for their proper utilization and safekeeping.
5. The unavailability of boxes, plastic bins, or delays in the technical procedure shall not hinder the timely utilization of these learning resources.
6. The Division Library Hub In-Charge, under the guidance of the Chief of the Curriculum Implementation Division (CID) and the Learning Resources (LR) Supervisor, shall prepare the appropriate report and utilization plan.
7. The deadline for submission of the report and plan shall be on or before May 4, 2026, addressed to the Regional Director, Attention: CLMD-LRMS.
8. Refer to the attached template for the required report and plan, which is enclosed for guidance.

9. For guidance and strict compliance.



SALUSTIANO T. JIMENEZ JD, EdD, CESO III
Regional Director



Enclosures: As stated

References: RM. No. 462, s. 2026DO No. 13, s. 2011

To be indicated in the Perpetual Index under the following subjects

LIBRARY HUB
SUPPLEMENTARY LEARNING RESOURCES
PLAN
UTILIZATION



CLMD-LRMS-JBB



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

Report and Plan Template

Division Header

Division: _____
 Address: _____

Report and Plans on the Utilization of Supplementary Learning Resources

CO-RO-DO Newly Procured and Delivered SLRs	Undergone Technical Process (Yes or No) and indicate remarks	Status of Utilization at the School Level and learners	Provide a brief description of the plan on how the supplementary learning resources will be distributed to priority schools and how resources will be transferred to other schools when necessary - SY 2026-2027)
Central Office			
Regional Office			
Division Office			

Prepared by: _____

Checked by: _____

Noted by: _____

Division Librarian _____

LR EPS _____

Chief, CID _____

APPROVED BY: _____

 Schools Division Superintendent



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