



JULY 7 2025

REGIONAL MEMORANDUM

No. 0675, s. 2025

To: Schools Division Superintendents
All Others Concerned

CONDUCT OF THE PROFESSIONAL DEVELOPMENT PROGRAM
“TRANSFORMING SCHOOL LIBRARIES: ENHANCING ACCESS,
INCLUSION, AND LEARNING SUPPORT”

1. National Educators Academy of the Philippines (NEAP)) will conduct a professional development program for DepEd librarians titled **Transforming School Libraries: Enhancing Access, Inclusion and Learning Support**. This program will run from August 04 – 08, 2025, at the Baguio Teachers Camp, Baguio City.
2. The training program aims to:
 - a. address key competency areas required for the effective delivery of library services;
 - b. enhance the skills, capabilities, and morale of DepEd librarians in performing their roles; and
 - c. enable DepEd librarians to maximize the delivery of library services and other related functions to meet learner demands.
3. The participants to this training are the following:

Name	Designation	Station
1. Maria Theresa M. Golosino	Regional Librarian	Caraga Regional Office
2. Junel M. Anino	Division Librarian	SDO – Agusan del Norte
3. Rosejane R. Tejano	Division Librarian	SDO – Bayugan City
4. Grace G. Seno	School Librarian III	Agusan NHS, SDO - Butuan City
5. Goldie M. Briones	School Librarian III	Dinagat School of Fisheries, SDO - Dinagat Islands
6. Lelanie G. Occena	School Librarian III	Surigao del Norte NHS, SDO – Surigao del Norte

4. The participants’ board and lodging will be charged against NEAP Human Resource Development (HRD) Fund. Funds for travelling expenses, including per diems and incidental expenses will be downloaded to identified RO/SDOs. They are

requested to register online via link <https://forms.office.com/r/wDKnbKwPVx> on or before **July 18, 2025**.

5. The participants are expected to arrive at NEAP Baguio on August 03, 2025 (Sunday), 4:00 p.m. for a smooth registration and room assignment process. The meal schedule is as follows:

Meals	Sunday Day 0	Monday Day 1	Tuesday Day 2	Wednesday Day 3	Thursday Day 4	Friday Day 5
Breakfast		✓	✓	✓	✓	✓
AM Snacks		✓	✓	✓	✓	✓
Lunch		✓	✓	✓	✓	✓
PM Snacks		✓	✓	✓	✓	✓
Dinner	✓	✓	✓	✓	✓	

6. The participants are advised to bring their own laptops, chargers, extension cords, alternative sources of internet connectivity (pocket wifi, mobile data, etc.) and relevant references including but not limited to:

- Scanned copy of front and back covers of at least 10 library collections from their respective schools/offices;
- Soft copy of the list of library collections; and
- Soft/scanned copy of the borrowers' log sheet (if available).

7. The participants are entitled to **Compensatory Time-Off** pursuant to CSC-DBM Joint Circular No. 02, s. 2024 *"Non-Monetary Remuneration for Overtime Services Rendered"*.

8. For any questions and concerns, please coordinate with **Ms. Cecille Ferraz** or **Mr. Eric Sarmiento** of NEAP CO via email neap.od@deped.gov.ph or **Elmer Augustus F. Conde** via email at elmeraugustus.conde@deped.gov.ph.

9. For immediate dissemination and appropriate action


MARIA INES C. ASUNCION
 Director IV
 Regional Director

Encl.: As stated

Reference: DepEd Memorandum DM-OUHROD – 20025 – 1705

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

LIBRARY TRAINING PROGRAMS

HRDD/ea/c
07/03/2025

