



Republic of the Philippines
Department of Education
CARAGA REGION



February 19, 2021

REGIONAL MEMORANDUM
No. 094, s. 2021

To: SCHOOLS DIVISION SUPERINTENDENT
This Region

**INVENTORY AND SUBMISSION OF QUALITY ASSURED LOCALLY DEVELOPED
SELF-LEARNING MODULES (SLMs)/LEARNING ACTIVITY SHEETS (LASs) FOR
QUARTER 2 ONWARDS**

1. Pursuant to Regional Memoranda Nos. 429 and 461, s. 2020, the Department of Education Caraga Regional Office through the Curriculum and Learning Management Division (CLMD)- Learning Resource Management Section (LRMS) shall conduct a region-wide inventory of quality assured locally developed Self-Learning Modules (SLMs)/Learning Activity Sheets (LASs) by learning area across grade levels for Quarter 2 onwards based on the Most Essential Learning Competencies (MELCs).
2. The activity aims to:
 - 2.1. create an online repository of quality assured learning resources for possible region-wide utilization;
 - 2.2. establish rules and procedures in terms of access, modification, derivation, reproduction, distribution, and use of learning resources developed by SDOs; and
 - 2.3. monitor the region-wide status of development, quality assurance, and utilization of locally developed learning resources per learning area across grade levels.
3. In line with this, Schools Division Offices (SDOs) through the Learning Resource Management Section shall spearhead the conduct of inventory and submission of quality assured locally developed SLMs/LASs to the regional LRMS adhering to the following rules and procedures:
 - 3.1. Only SLMs/LASs that are quality assured at the division level shall be included in the inventory. Please refer to the Enclosure for the Template.
 - 3.2. The report shall be prepared by the Division LR Manager, certified by the Chief of the Curriculum Implementation Division (CID), approved by the Schools Division Superintendent.
 - 3.3. All inventory reports shall be submitted to the Regional LRMS via a shared Google Drive which can be accessed at <http://bit.ly/InventoryofSLM-LAS>. Reports shall be organized by SDO



Address: J.P. Rosales Avenue,
Butuan City
Trunkline No: (085) 342-8207
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph



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by Quarter by Grade Level by Learning Area/Special Curricular Program.

- 3.4. Deadline of submission of the inventory of quality assured SLMs/LASs shall be on or before the following dates:

Quarter	Date
Quarter 2	February 26, 2021
Quarter 3	March 5, 2021
Quarter 4	April 30, 2021

- 3.5. The official list of quality assured locally developed SLMs/LASs from SDOs shall be released through a Regional Memorandum.
- 3.6. SDOs who are interested to use the SLMs/LASs developed by other divisions shall ask written permission to the Development Team addressed to the Schools Division Superintendent. Upon the approval of the superintendent, the requesting SDO can access the materials through the Division LR Manager.
- 3.7. The above procedures must be strictly followed to preserve ownership of the locally developed materials and ensure that the work of the writers and other members of the Development Team will be given due credit and recognition. These measures shall also ensure accountability and safeguarding of shared learning resources by all SDOs in the region.
4. Immediate and widest dissemination of this Memorandum is directed.


EVELYN R. FETALVERO, CESO IV
Director III 
Officer-in-Charge
Office of the Regional Director

Encls.: Template on the Inventory of Quality Assured LASs

Reference: RM 429, s. 2020; RM 461, s. 2020

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

BASIC EDUCATION

INVENTORY

LEARNING RESOURCES

CLM/imb
02/11/2021

