



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
Schools Division of Nueva Vizcaya

February 21, 2025

DIVISION MEMORANDUM

No. 97, s. 2025

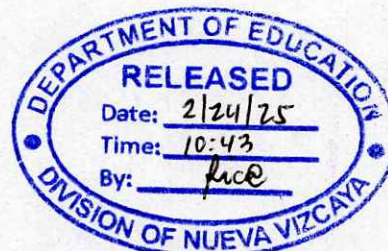
**COMPLETION AND SUBMISSION OF THE LEARNING RESOURCE
MONITORING TOOL**

To : Chief Education Supervisor-CID
Education Program Supervisors
Public Schools District Supervisors/District In-charge
Elementary and Secondary School Heads
All others concerned

1. This office thru the Learning Resource Management Section (LRMS) of the Curriculum Implementation Division (CID) requests the field on the completion and submission of the attached Learning Resource Monitoring Tool.
2. The said tool aims to gather data on the availability, accessibility, and utilization of Learning Resources in the school and to identify areas where technical assistance is needed.
3. District heads are requested to collect the accomplished monitoring tool from all the schools both elementary and secondary under their area of responsibility and submit to the LRMDM thru the records section on or before February 28, 2025.
4. The veracity of the data entered in the LR monitoring tool shall be validated by the LRMS staff and steward supervisor during the conduct of their MISTAH PLUS.
5. For information, dissemination, guidance and compliance.

ORLANDO B. MANUEL PhD, CESO V
Schools Division Superintendent

Encls.: As Stated
To be indicated in the perpetual index
Under the following subjects:
LRMS
LR MONITORING TOOL



CID-EPS/2-21-25/beg



Address: [Quezon St., Don Domingo Maddela, Bayombong, Nueva Vizcaya](#)
Cellphone No: • +63 962 681 4945 • +63 992 035 2123
Email Address: nuevavizcaya@deped.gov.ph
Website: <https://sdonuevavizcaya.com/>



Republic of the Philippines
Department of Education
 Region II – Cagayan Valley
 Schools Division of Nueva Vizcaya

MONITORING TOOL FOR THE SCHOOL LEARNING RESOURCE MANAGEMENT IMPLEMENTATION

School : _____ District: _____
 School Head : _____ Contact No. _____
 Date monitored/validated : _____

Directions: Please check the appropriate column (Evident/ Not Evident) and provide remarks/ MOVs.

| PARTICULARS | Evident | Not Evident | Remarks/ MOVs |
|---|---------|-------------|---------------|
| 1. School LR Annual Implementation Plan | | | |
| 2. SF 3 (Books issued & returned) | | | |
| 3. Record on SLMs/ LAS/ Ws/ LEs printing and delivery | | | |
| 4. Updated School LR Situation Records | | | |
| 5. Record on the Monitoring Tool for the Teacher or Division Initiated Developed LRs | | | |
| 6. Record on DepEd LR Portal Registration & Utilization | | | |
| 7. School has Librarian/ Library-in-Charge. (If designated, then must have a designation) | | | |
| 8. School Library/ LRC/ Library Hub/ Reading Corners/ Little Free Libraries (LFLs) | | | |
| 9. Record on the Received, Distributed and Utilized: | | | |
| a. Radios | | | |
| b. Tablets | | | |
| c. Laptops | | | |
| d. TV | | | |
| e. Printers | | | |
| f. Bond papers | | | |
| g. Others | | | |
| 10. School LR QA Team w/ designation | | | |
| 11. School LR Coordinator with designation | | | |
| 12. LETS READ PM implementation | | | |

Other comments:

Prepared by:

Validated by:

School Head

LRMS Staff/EPS/District Head

NOTED:

MARICEL S. FRANCO PhD, CESE
 Chief Education Supervisor, Curriculum Implementation Division



Address: Quezon St., Don Domingo Maddela, Bayombong, Nueva Vizcaya
Cellphone No: • +63 962 681 4945 • +63 992 035 2123
Email Address: nuevavizcaya@deped.gov.ph
Website: <https://sdonuevavizcaya.com/>