



Republic of the Philippines
Department of Education
CARAGA REGION
SCHOOLS DIVISION OF SIARGAO

February 14, 2025

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. **02-0538** 2025

**UPDATING AND ENCODING OF DELIVERY STATUS OF MATATAG TEXTBOOKS
AND TEACHER'S MANUAL**

To: Chief, CID and SGOD
Public Schools Division Supervisors
Elementary and Secondary School Heads
School LR Coordinators
This Division

1. To ensure the timely distribution of learning materials, the Learning Resource (LR) Section is expediting the process and addressing delays in the delivery of centrally and regionally procured MATATAG textbooks/materials.
2. All LR coordinators from both Elementary and Secondary Schools may access the link below to update and encode the status of deliveries:
<https://tinyurl.com/SiaLRDelivery2025>
3. Updating and encoding of delivery status shall be done **every 15th and 30th of the month**. This will enable the Division Learning Resource Section to efficiently monitor the distribution of TXs and TMs and promptly address any gaps or pending deliveries.
4. Future deliveries of LR of an exact nature shall be encoded immediately to the link provided.
5. For queries or clarifications, please contact the LR Section through Mr. Carlo Borris G. Oraliza, PDO II, at carloborris.oraliza@deped.gov.ph or 09952189012.
6. For immediate dissemination and strict compliance.

MANUEL O. CABERTE

Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

Encl: As stated

Reference: As stated

BLR-2025-02-0372

To be indicated in the Perpetual Index under the following subjects:
LEARNING RESOURCES ENCODING

CID/nedumanjog



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