



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



Office of the Schools Division Superintendent

September 8, 2025

DIVISION MEMORANDUM

No. 09-273, 2025

**CAPACITY BUILDING ON DO 24, s. 2023 FOR THE DIVISION SLR
MANAGEMENT TEAM AND SLR COMMITTEES**

To: CID Chief
EPSS/PSDSs
Elementary and Secondary School Heads
School LR Coordinators
All concerned
This Division

1. Pursuant to DepEd Order No. 24, s. 2023, and in line with the Division's commitment to strengthen the management, evaluation, and utilization of School Learning Resources (SLR), the Schools Division of Siargao shall conduct a Capacity Building on DO 24, s. 2023 for the Division SLR Management Team and SLR Committees on September 21-22, 2025 (Batch 1) and September 23-24, 2025 (Batch 2) to be held at Parkway Hotel, Surigao City.
2. The activity aims to:
 - familiarize the Division SLR Management Team and SLR Committees with the policies, frameworks, and operational structure of the SLR system in alignment with current DepEd guidelines and standards;
 - enhance participants' capacity in evaluating, monitoring, and managing learning resources through the use of quality assurance tools, inventory systems, and data-driven planning strategies; and
 - develop school-based SLR management plans that promote sustainable, functional, and learner-responsive library programs across schools in the Division.
3. The target participants of this live-in activity are the District Public Schools District Supervisors (PSDS), School Heads, and School Learning Resource (LR) Coordinators across the ten (10) districts of the Division, together with the members of the Division SLR Management Team and Committees (see *attached enclosures*).
4. Expenses incurred relative to the conduct of this activity, including the traveling and other incidental expenses of the participants, shall be charged against School MOOE subject to the existing accounting and auditing rules and regulations.



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5. For queries and further clarification, you may contact **NENIEL E. DUMANJOG, EPS-LRMDS** at email neniel.dumanjog@deped.gov.ph
6. Immediate and wide dissemination of this Memorandum is directed.

MANUEL O. CABERTE

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

Encl: As stated

Reference: As stated

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

CAPACITY BUILDING LEARNING RESOURCES SLR COMMITTEE

CID/ned
08/9/25



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Enclosure 1. Activity Matrix

**CAPACITY BUILDING ON DO 24, s. 2023 FOR THE DIVISION SLR
 MANAGEMENT TEAM AND SLR COMMITTEES**

Time	Activity/Topic	Facilitator/Person In-Charge
Day 1		
10:00 – 10:30 AM	Registration and Opening Program Statement of Purpose and Orientation Overview	Secretariat / Program Host Gemna G. Pobe, EdD, DPA CID Chief
10:30 – 11:00 AM	Introduction to the School Learning Resource (SLR) System	Neniel E. Dumanjog, PhD LR Supervisor
11:00 – 11:30 AM	Roles and Responsibilities of the SLR Management Team and Committees	Carlo Borris G. Oraliza PDO II
11:30 – 12:00 NN	Overview of DepEd SLM and LRMSD Policies	Neniel E. Dumanjog, PhD LR Supervisor
12:00 – 1:00 PM	Lunch Break	
1:00 – 2:30 PM	Guidelines in the Evaluation and Quality Assurance of Learning Resources	Maripaz F. Magno Regional LR Supervisor
2:30 – 2:45 PM	Health Break	
2:45 – 4:30 PM	Orientation on the SLR Inventory and Monitoring Tools	Carlo Borris G. Oraliza PDO II
4:30 – 5:00 PM	Open Forum / Reflection / Wrap-Up	Facilitator
Day 2		
8:00 – 8:30 AM	Recap of Day 1 Activities	Assigned MOL
8:30 – 10:00 AM	Understanding the Dewey Decimal Classification System	Ma. Theresa C. Golosino Librarian III
10:00 – 10:15 AM	Health Break	
10:15 – 12:00 NN	Planning Session: Strengthening SLR Utilization and Sustainability Mechanisms	Neniel E. Dumanjog, PhD LR Supervisor
12:00 – 1:00 PM	Lunch Break	
1:00 – 2:30 PM	Workshop: Crafting School-Based SLR Management Plans	SDO Focal / Selected Facilitators
2:30 – 2:45 PM	Health Break	
2:45 – 4:00 PM	Presentation of Outputs and Feedback	Groups / Panel of Evaluators
4:00 – 5:00 PM	Synthesis, Closing Remarks, and Awarding of Certificates	CID Chief / LR Focal



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Enclosure 2. List of Participants

**CAPACITY BUILDING ON DO 24, s. 2023 FOR THE DIVISION SLR
MANAGEMENT TEAM AND SLR COMMITTEES**

September 21-24, 2025
Parkway Hotel, Surigao City

LR Management Team and PMT			
No.	Name	Position	Office/Station
1	Manuel O. Caberte	Schools Division Superintendent	SDO Siargao
2	Roel T. Diamante, PhD, CESE	Asst. Schools Div. Superintendent	SDO Siargao
3	Gemna G. Pobe, EdD, DPA	Chief, CID	SDO Siargao
4	Neniel E. Dumanjog, PhEdD	Education Program Supervisor - LR	SDO Siargao
5	Carlo Borris G. Oraliza	Project Development Officer II	SDO Siargao
6	Ferosana D. Tesiorna	Senior Education Program Specialist II	
7	Lowela E. Bendanillo	Education Program Specialist II	
8	Carl Christian T. Tan	Nurse II	SDO Siargao

Resource Speakers			
No.	Name	Position	Office/Station
1	Maripaz F. Magno	Education Program Supervisor - LR	Caraga Regional Office
2	Ma. Theresa Golocino	Librarian II	Caraga Regional Office



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**CAPACITY BUILDING ON DO 24, s. 2023 FOR THE DIVISION SLR
MANAGEMENT TEAM AND SLR COMMITTEES (BATCH 1)**

September 21-22, 2025
Parkway Hotel, Surigao City

District	Name of School Head	School/Station
Burgos & San Benito	Jasilpone V. Birao	Baybay ES
		Matin-ao ES
	Marysol A. Estorba	Bitaug ES
	John Mark D. Domiños	Burgos CES
	Marysol A. Estorba	San Mateo ES
	Reynold C. Minguita	Burgos NHS
	Eglenia S. Ibarra	Bongdo ES
	John Mark D. Petallo	Maribojoc ES
		Pitogo ES
	Marlene R. Ruaya	Nuevo Campo ES
	Sammy E. Baylan	San Benito CES
	Charity G. Toldo	San Juan ES
	Reysan G. Tesiorna	San Benito NHS
Dapa West	Michael E. Gonzales	Bagacay ES
	Raymart D. Ranara	Buenavista ES
	Jorly L. Buo	Cambas-ac ES
	Gina R. Tabuzo	Catabaan ES
	Shinn Mark J. Engroba	Dapa CES
	Lucas S. Iballa	Jubang ES
	Ginalyn S. Mullanida	New Uba PS
		San Carlos ES
	Nancy D. Bendanillo	San Miguel ES
	Irwin E. Gocela	Sta. Fe ES
	Virginchita A. Gorgonio	Dapa NHS
	Rex Mardy C. Labe	Siargao NSHS
Pilar	Gemma E. Ortiz	Caridad ES
	Ma. Leanez E. Espanola	Consolacion ES
		Datu ES
	Genedina B. Galila	Dayaohay PS
	Genadyn V. Polangco	Jaboy ES
	Donald C. Dapar	Katipunan ES
	Christopher C. Salvalaza	Maasin ES
	Geraldine G. Cervantes	Mabini ES
	Bebelyn Tokong	Mabuhay ES
	Arnel S. Rosende	Pilar CES
	Emalyn R. Blancada	Salvacion ES
	Paulina R. Flores	San Roque ES
	Rolan C. Raza	Pilar NHS
	Bonifacio Décoy, Jr.	Caridad NHS
San Isidro	Prisco C. Dulpina	Buhing Calipay ES
		Sta. Paz ES
	Lovely S. Agudo	Del Pilar PS



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		Junel P. Garido	Macapagal PS
			Sto. Nino ES
		Edgardo S. Golo	Pacifico PS
		Raffy E. Dolor	Pelaez PS
			San Miguel PS
		Joseph D. Bonono, III	Roxas ES
		Melinda C. Buyain	San Isidro CES
		Reiner S. Oraliza	Tambacan ES
		Marietta P. Tagalo	Tigasao ES
	Danilo E. Racho	Roxas NHS	
	Ritchel L. Escobia	San Isidro NHS	
	Sapao	Marie Irish E. Gocela	Abad Santos ES
		Argie B. Tisang	Alegria ES
		Clinton M. Mazo	Bailan ES
			Magsaysay ES
		Joan J. Arlan	Garcia ES
			Tangbo ES
		Reyna C. Toldo	Libertad ES
		Hipolito V. Tisang	Mabini ES
		Glenn C. Dela Cruz	Rizal ES
		Jessete J. Dolar	Sapao CES
		Alejo D. Obrial	Alegria NHS
	Luz C. Longos	Libertad NHS	
	Jovy C. Liza	Sapao NHS	
	General Luna	Jessica C. Dulguime	Consuelo NHS Annex
		Jucris S. Cinco	Suyangan NHS Annex
		Mateo P. Intano, Jr.	Sta. Fe ES
		Elfrejun P. Flores	Libertad ES
		Jerry R. Dulguime	Magsaysay ES
Richard T. Tormento		Anajawan ES	
		La Januza ES	
Aissa D. Ijapon		Mam-on PS	
	Suyangan ES		
Division Office	Randy A. Rudila	SDO - CID	
	Emile C. Pomoy		
	Marites M. Petallo		
	Julius P. Tesiorna		
	Rolando Sapuras		
	Fernando A. Dones		

District	Name of Administrative Officer II	School/Station
Burgos & San Benito	Jenkins A. Platil	Baybay ES
		Matin-ao ES
	Ana Mae A. Galagar	Burgos CES
	Angelic R. Conte	Burgos NHS
	Donna-Mae P. Uy	Bongdo ES



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	Rande V. Mecate	Maribojoc ES
	Bernard B. Comon	Nuevo Campo ES
	Janerie P. Quinaso	San Benito CES
	Ryan Paul Rosales	San Benito NHS
Dapa West	Alyssa Mae E. Conte	Catabaan ES
	Karyl Ann Mae C. Espinile	Dapa CES
	Jayson N. Bayeta	Jubang ES
	Junry D. Dotillos	New Uba PS
	Rendy D. Guma	San Carlos ES
	Jernelyn C. Intano	Sta. Fe ES
	Charisse E. Ortojan	Dapa NHS
	Abegail S. Argente	Siargao NSHS
Pilar	Resma Angelica T. Penera	Caridad ES
	Ruelea P. Española	Datu ES
	Louie Vincent S. Comon	Katipunan ES
	Mary Grace T. Gona	Maasin ES
	Rosemarie G. Pomoy	Pilar CES
	Dhanly Mae B. Concilles	Salvacion ES
	Rogie S. Espineli	Pilar NHS
	Mary Cecyl Culminas	Caridad NHS
San Isidro	Aurifen P. Cordero	Buhing Calipay ES
	Elvisa L. Miranday	Macapagal PS
	Levy J. Ruaya	Sto. Nino ES
	Johanna Kate R. Platil	Pacifico PS
	Glenda Miranday	Pelaez PS
	Frank Bernard Y. Espanto	San Isidro CES
	Sarah Therese Supang	San Isidro NHS
Sapao	Charmine M. Domagtoy	Abad Santos ES
	Jonafe G. Tayco	Alegria ES
	Fern-Ann D. Bagaygay	Bailan ES
	Alondra Preslie C. Donoso	Tangbo ES
	Brylle Henson F. Luna	Libertad ES
		Mabini ES
	Ruth T. Virtudazo	Alegria NHS
	Joey P. Cadayona	Libertad NHS
General Luna	Lynde Mae L. Arguelles	Sapao NHS
	Libby D. Gonzales	Consuelo NHS Annex
	Roxan L. Coluna	Suyangan NHS Annex
	Harold A. Borlagdan	Sta. Fe ES
	Elma Rose C. Centino	Libertad ES
	Criseil F. Ortojan	Magsaysay ES
	Maureen Tiu	Mam-on PS



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September 23-24, 2025
Parkway Hotel, Surigao City

District	Name of School Head	School/Station
Dapa East	Honey R. Rocolcol	Cabawa ES
	Alma C. Esparrago	Can-uyan PS
		Don Paulino ES
	Eres B. Navarro	Consolacion ES
	Eva B. Penecitos	Corregidor ES
	Maricris Ortojan	Dagohoy ES
	Alda G. Minorca	Don Enrique NMS
	Bernardo S. Golindang	Montserrat ES
	Grennel C. Capillanes	Osmeña ES
	Bernardo S. Golindang	Sta Felomina ES
	Kem E. Abuton, Jr	Union ES
	Marietta T. Najial	Consolacion NHS
	Giovanette D. Espejon	Union NHS
	Jonathan M. Donato	Dapa NHS-ANNEX
General Luna	Reggy C. Asupre	Cabitoonan ES
	Jamell Icill F. Padios	Catangnan ES
	Maria Odette M. Solloso	Consuelo ES
	Meriam E. Jabines	Corazon ES
	Arlene H. Cometa	Daku ES
	Ariel B. Espadero	Dao PS
	Ana Maria Tomasita C. Espejon	General Luna CES
	Winda M. Minglana	Malinao ES
	Ronito C. Dotillos	Sta. Cruz ES
	Louela C. Antolin	Tawin-Tawin ES
	Jonathan S. Gubantes	Gen Luna NHS
	Lilian L. Murillo	Sta. Fe NHS
Numancia	Rolando T. Dramayo	Antipolo ES
	Raquel O. Cervantes	Bitoon ES
	Remedios P. Madlos	Cabugao ES
	Juan L. Longos	Esperanza ES
	Juliet T. Calunia	Lobogon ES
		San Fernando ES
	Marialen P. Solloso	Mahayahay ES
	Glenn B. Resnera	Quezon PS
	Marvic P. Castronuevo	Sayak ES
	Virginia B. Lubapis	Tuboran ES
	May Sheila S. Agad	Oguing Navarro MNHS
	Dexter L. Consigna	Mariano Matugas MNHS
	Krissia Y. Petallo	Bagacay PS
	Pemie L. Agan	Cancohoy ES
	Jamelle M. Cubillan	Dumoyog PS
	Alma P. Litang	Halian ES



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	Matosalem L Polvorosa	Jamoyaon ES
	Remedios E. Comandante	Katipunan ES
	Ronel E. Suan	Lasala ES
	Jamelle M. Cubillan	Mabuhay PS
	Carmen Guilaran	Numancia CES
	Jaime Jeffrey A. Comon	Del Carmen NHS
	Jegger P. Rudela	Atoyay ES
Socorro East	Rolanda G. Mendaña	Bay-ang ES
	Methos Lian Q. Juanite	Don Albino Taruc MES
	Archie A. Rosillo	Lanit-ag PS
		N. SERING ES
	Maisan P. Mascardo	Socorro CES
	Dacel P. Medrano	
	Dante S. Dacera	Atoyay NHS
Socorro West	Jocelyn Vosotros	Socorro NHS
	Cherry Joy G. Consigna	Del Pilar Comm. School
	Maria Ria Gege Gleen	
	Leonardo G. Despoy Jr.	Honrado Comm. ES
	Jessica V. Dizon	Lawigan ES
	Jenel G. Taruc	Nueva Estrella CES
	Gebb Manriv L. Ocon	P. Dela Pena PS
	Rhealuz D. Sarong	Pamosaingan ES
	Bryan C. Ruaya	Salog ES
	Geraldine E. Arcular	San Roque ES
	Madelyn T. Labe	Songkoy ES
		Sabang PS
	Esmaela Diann M. Piao PhD	Sta. Cruz Comm. ES
	Nieva B. Dizon	Sudlon ES
Division Office	Sheila Jane D. Lasala	Nueva Estrella NHS
	Mayeth Q. Guma	Pamosaingan NHS
	Relyn D. Raza	SDO - CID
	Florangel S. Arcadio	
	Marites T. Penera	
	Leah G. Mones	
	Regemie A. Alburo	
	Sarachen L. Sanco	
	Girlye Joi Bamba C. Sanico	
	Kathleen M. Jorales	
	Joseph Solana	
	Aniesol C. Lasala	
	Elias G. Brina	

District	Name of Administrative Officer II	School/Station
Dapa East	Evelyn P. Espinido	Can-uyan PS
		Don Paulino ES
	Dencia E. Casana	Consolacion ES
	Algen Casaña	Dagohoy ES



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	Irphil Gocela	Don Enrique NMS
	Alyssa F. Subayno	Osmeña ES
	Ryan Dumadag	Union ES
	Cathy L. Sinday	Union NHS
General Luna	John Geric T. Oraliza	Cabitoonan ES
	Phenuel A. Mozo	Catangnan ES
	Blaise R. Sumampong	Consuelo ES
	Martsan Ephraim R. Fernandez	Corazon ES
	Criseil F. Ortojan	Dao PS
	Nathaniel A. Congreso, Jr.	General Luna CES
	Mary Grace M. Marzo	Malinao ES
	Kevin Kyle E. Abuton	Sta. Cruz ES
	Lady Eliza S. Madroñal	Gen Luna NHS
	Analou A. Borlagdan	Sta. Fe NHS
Numancia	Rosalie Sajol	Bitoon ES
	Erlina L. Abarico	Cabugao ES
	Donald James R. Sumalinog	Esperanza ES
	Vance Kevin E. Azarcon	Lobogon ES
	Donald James R. Sumalinog	San Fernando ES
	Lancelot T. Bendanillo	Sayak ES
	Sanijen P. Lubapis	Oguing Navarro MNHS
	Randy S. Maravillas	Mariano Matugas MNHS
	Laarni E. Gonzales	Bagacay PS
	Jeselle A. Comon	Numancia CES
	Joreen Jeb C. Balogbog	Del Carmen NHS
Socorro West	Rosemilyn A. Tamayo	Atoyay ES
	Lyka D. Llano	Don Albino Taruc MES
	Philip Steve C. Ramirez	N. SERING ES
	Lewani B. Dizon	Socorro CES
	Leslie Ramirez	Socorro NHS
Socorro East	Duanie D. Juanite	Del Pilar Comm. School
	Cris Ayan A. Maisos	Honrado Comm. ES
	Shyaharah G. Rivas	Nueva Estrella CES
	Marie Marah J. Piao	Pamosaingan ES
	Dayci L. Sarong	Songkoy ES
	Madel J. Dela Pena	Sabang PS
		Sta. Cruz Comm. ES
	Icee C. Rosillo	Sudlon ES
		Nueva Estrella NHS