



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
IPHO Bldg., Sudlon, Lahug, Cebu City



January 15, 2018

DIVISION MEMORANDUM
No. 042, s. 2018

**DIVISION ROLL-OUT OF THE LEARNING RESOURCES DELIVERY TRACKING
SYSTEM (LRDTS) AND LEARNING RESOURCES MANAGEMENT
ORIENTATION - WORKSHOP**

TO : Assistant Superintendents
Chief Education Program Supervisors
Education Program Supervisors/Coordinators
District Supervisors/OICs/SEPS/EPS II
Public Elementary and Secondary School Principals/School Heads
Learning Resource Management and Development System Focal Persons

1. This Office announces the conduct of the Division Roll-Out of the Learning Resources Delivery Tracking System (LRDTS) and Learning Resources Management Orientation-Workshop on the following schedules and venue, to wit:

No.	Number of Participants	Schedule	Venue
1	250 Participants – Secondary School Heads & LRMDs Focal Persons with Workshop Staff	February 12 – 13, 2018	Ecotech Center, Cebu City
2	250 Participants – Secondary School Heads & LRMDs Focal Persons with Workshop Staff	February 14 - 15, 2018	Ecotech Center, Cebu City
3	250 Participants – Elementary School Heads & LRMDs Focal Persons with Workshop Staff	February 16 - 17, 2018 with Saturday	Ecotech Center, Cebu City
4	250 Participants – Elementary School Heads & LRMDs Focal Persons with Workshop Staff	February 19 - 20, 2018	Ecotech Center, Cebu City
5	250 Participants – Elementary School Heads & LRMDs Focal Persons with Workshop Staff	February 21 - 22, 2018	Ecotech Center, Cebu City
6	250 Participants – Elementary School Heads & LRMDs Focal Persons with Workshop Staff	February 23 - 24, 2018 with Saturday	Ecotech Center, Cebu City

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7	250 Participants – Elementary School Heads & LRMSD Focal Persons with Workshop Staff	February 26 - 27, 2018	Ecotech Center, Cebu City
8	250 Participants – Elementary School Heads & LRMSD Focal Persons with Workshop Staff	February 28 – March 1, 2018	Ecotech Center, Cebu City
9	250 Participants – Elementary School Heads & LRMSD Focal Persons with Workshop Staff	March 2 - 3, 2018 with Saturday	Ecotech Center, Cebu City

2. The Orientation – Workshop aims to capacity our school heads and LR school in-charge on the new delivery tracking system and proper management of learning materials and resources of Department.

3. Participants to the orientation – workshop are school heads and LR school focal persons. School participants are required to bring laptop with power cord, soft copy of the learning materials inventory records as of January 2018, and back up Wi-Fi.

4. Travelling expenses and a registration fee of **Two Thousand Four Hundred Pesos (P 2, 400. 00)** for the venue rental, accommodation, food and snacks for two (2) days and other incidental expenses are chargeable against local/school MOOE funds, subject to the usual accounting and auditing rules and regulations.

5. This Memorandum serves as **Travel Authority** of the all the participants and workshop staff. Those who will attending the orientation – workshop on a Saturday and division personnel who will be reporting on Saturday and Sunday are entitled to avail of a Compensatory Time - Off (CTO).

6. Immediate and wide dissemination of and strict compliance with this Memorandum is directed.


RHEA MAR A. ANGTUD, Ed.D., CESO VI
 Schools Division Superintendent