



Republic of the Philippines  
Department of Education  
Region IV-A (CALABARZON)  
**DIVISION OF CAVITE**  
Trece Martires City



June 22, 2015

**DIVISION MEMORANDUM**

No. 38, s. 2015

**LIBRARY HUB ORIENTATION (SOUTH CLUSTER)**

TO: Assistant Schools Division Superintendent  
OIC – Office of the Asst. Schools Division Superintendent  
Chief, CID/SGOD  
Education Program Supervisors  
Public Schools District Supervisors of the South Cluster  
Public Elementary/ Secondary School Heads of the South Cluster  
Public Elementary/ Secondary School Librarians of the South Cluster

1. In line with the DepEd Special Programs and Projects, this Division would like to inform the field on the Library Hub Orientation of the South Cluster on June 25, 2015 from 8:00 a. m. to 12:00 noon at Anuling Library Hub, Mendez Cavite.
2. The objectives of this orientation are as follows:
  - familiarize school heads and school librarians on the policies in using the library hub;
  - discuss the reading strategies using the library hub books; and
  - enlighten school librarians on how to take care of books.
3. Participants to this one-day orientation are the following personnel from the South Cluster:
  - Public Schools District Supervisors
  - Central School Principals and Central School Librarians
  - High School Principals and High School Librarians
4. No registration fee will be charged. Morning snack and lunch will be provided by the host district courtesy of the Municipal Government of Mendez.
5. Enclosed is the orientation program for reference and guidance of all concerned.
6. Immediate dissemination of this Memorandum is earnestly desired.

  
**CHERRYLOU D. DE MESA**  
OIC- Schools Division Superintendent

Enclosure No. 1

**LIBRARY HUB ORIENTATION (SOUTH UNIT)**

June 25, 2015  
8:00 a.m. onwards  
Anuling Elementary Schools  
District of Mendez

Part 1

Registration ..... 7:00 – 8:00 a.m.  
Opening program ..... c/o Host School

Part II

Ms. Beverly B. Gonda  
Library Hub Project Director  
DepEd Central Office  
***Library Hub Vision, Mission and Goals***

Dr. Carmencita P. Tosco  
Education Program Supervisor (LRMD)  
Library Hub Coordinator  
***Utilization of Library Hub Books***

Mrs. Leonila L. Custodio  
Division Librarian  
***Organization of Library Hub Materials***

Part III

Awarding of Certificates