



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



**DIVISION MEMORANDUM**  
No. 077, s. 2016

TO: Assistant Schools Division Superintendent  
OIC, Office of the Assistant Schools Division Superintendent  
Chiefs, CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary and Secondary Schools Heads

**SCHEDULE OF BORROWING SUPPLEMENTARY READING MATERIALS (SRM) AND SCHEDULE OF STORYTELLING SESSIONS IN ELEMENTARY SCHOOLS**

1. Pursuant to the Deped's banner program, "Every Child A Reader Program (ECARP)", this office has set its schedule for borrowing of supplementary reading materials (SRM) to public elementary and secondary schools:

a. East, West and North Clusters

July 4 Monday	July 5 Tuesday	July 6 Wednesday	July 7 Thursday	July 8 Friday
Carmona Gen. M. Alvarez Gen. Trias	Kawit Maragondon	Naic Noveleta	Rosario Silang	Tanza Ternate Trece Martires City

b. South Cluster (Mendez Library Hub)

July 12 Monday	July 14 Tuesday	July 19 Wednesday
Amadeo Alfonso	Indang Gen. E. Aguinaldo Mendez	Magallanes Tagaytay

- The Public School District Supervisors will coordinate with the school heads, elementary and secondary learning resource managers (teacher librarians) in planning the scheme for the utilization of SRMs in all the schools in the district. Proper recording of the turnover of SRMs from one school to another must be properly observed to avoid losses.
- The school heads must ensure proper recording and care of SRMs. The classroom teacher concerned shall be held responsible and accountable for the reading materials taken

out and not returned within the prescribed period. In case of lost or unreturned books or materials, replacements of the same book title and author shall be implemented.


4. Supplementary Reading Materials (SRMs) should be used in the classroom for integration in the lessons.

5. Elementary/ Secondary school heads and the learning resource managers should submit a brief report on how these materials were used in your school/district. You can post your activities in our facebook page: [depedcavite.lrmd@gmail.com](mailto:depedcavite.lrmd@gmail.com).

6. To make reading interesting and enjoyable, storytelling session will be conducted by the Division Librarian on the following schedule:

DATE	MUNICIPALITY
July 26, 2016	Alfonso
August 2	Amadeo
August 9	Carmona
August 16	G. E. Aguinaldo
August 23	G. M. Alvarez
August 30	Gen. Trias
September 6	Indang
September 13	Kawit
October 11	Magallanes
October 18	Maragondon
November 8	Mendez
November 15	Naic
December 6	Noveleta
December 13	Rosario
January 3, 2017	Silang
January 10	Tagaytay City
January 17	Tanza
January 24	Ternate
January 31	Trece Martires City

7. Please be guided accordingly.

  
CHERRYLOU D. DE MESA  
OIC, Schools Division Superintendent