



June 29, 2017

DIVISION MEMORANDUM
 No. 168, s. 2017

TO: Assistant Schools Division Superintendent
 Chiefs, CID/SGOD
 Education Program Supervisors
 Public Schools District Supervisors
 Elementary /Secondary School Heads
 All Concerned

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 19 Wednesday	July 20 Thursday	July 21 Friday	July 24 Monday	July 25 Tuesday
Carmona Gen. M. Alvarez Gen. Trias	Kawit Maragondon	Naic Noveleta	Rosario Silang	Tanza Ternate Trece Martires City

b. South Cluster (Mendez Library Hub)

July 26 Wednesday	July 28 Friday	August 1 Tuesday
Amadeo Alfonso	Indang Gen. E. Aguinaldo Mendez	Magallanes Tagaytay

2. 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.

3. 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.



Republic of the Philippines
Department of Education
Region IV-A (CALABARZON)
Division of Cavite
Trece Martires City, Cavite



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

DATE	MUNICIPALITY
July 4	Alfonso
July 13	Amadeo
July 27	G. E. Aguinaldo
August 3	G. M. Alvarez
August 8	Gen. Trias
August 10	
August 15	Indang
August 17	
August 22	Carmona
August 24	Kawit
August 29	Magallanes
August 31	Maragondon
September 5	Mendez
September 7	Naic
September 12	Noveleta
September 14	Rosario
September 19	Silang
September 21	
September 26	Tagaytay City
September 28	Tanza
October 3	Ternate
October 5	Trece Martires City

7. Immediate and widest dissemination of this Memorandum is earnestly desired.


CHERRYLOU D. DE MESA ^{part}
OIC, Schools Division Superintendent