



Republic of the Philippines  
**Department of Education**  
 REGION XIII – CARAGA  
 SCHOOLS DIVISION OFFICE OF SURIGAO CITY



August 3, 2020

**DIVISION MEMORANDUM**

No. 136, s. 2020

**TO: Assistant Schools Division Superintendent**  
**Chiefs, SGOD and CID**  
**Education Program Supervisors**  
**Public Schools District Supervisors/District In-Charge**  
**Elementary and Secondary School Principals/School Heads**  
**Public Elementary and Secondary Schools**  
 This Division

**DISSEMINATION OF:**  
**REGIONAL MEMO NO. 294, SERIES 2020 RE:**  
**AVAILABILITY OF THE BUDGET OF WORK ON THE MOST ESSENTIAL LEARNING**  
**COMPETENCIES (MELCs)**  
**REGIONAL MEMO NO. 297, SERIES 2020 RE: AVAILABILITY OF INVENTORY OF**  
**TEXTBOOKS CONTAINING MOST ESSENTIAL LEARNING COMPETENCIES (MELCs)**  
**REGIONAL MEMO NO. 311, SERIES 2020 RE: AUTHORITY TO REPRODUCE MELCs-BASED**  
**GRADE 8 MODULES FOR QUARTER 1**  
**REGIONAL MEMO NO. 314, SERIES 2020 RE: GUIDELINES ON THE REPRODUCTION OF**  
**SELF-LEARNING MODULES AND OTHER LEARNING MATERIALS FOR THE 1<sup>ST</sup> QUARTER**  
**OF SCHOOL YEAR 2020-2021**

1. Attached herewith are the Regional Memoranda Numbers 294, 297, 311 and 314, series of 2020 for your information and guidance. This is to ensure the availability of Self-Learning Modules (SLMs and other Learning Materials) in all public schools of DepEd SDO Surigao City, encompassing all grade levels for the August 24, 2020 start of classes particularly for the 1<sup>st</sup> Quarter of School Year 2020-2021.
2. In connection therewith, the Public Schools District Supervisors are the only authorized personnel to access the said Modules and other printable Learning Materials contained in the 1 Terabyte (TB) Portable Hard Drive given to every District.
3. The Districts and Schools may start printing partially the available ADM Modules found in the distributed Portable Hard Drive. Printing expenses will be chargeable to the School/Division MOOE, Special Education Fund, OSEC Fund and other locally generated funds like Brigada Eskwela subject to usual accounting and auditing rules.
4. Immediate dissemination of this Memorandum to all concerned personnel is highly desired.

*Karen L. Galanida*  
**KAREN L. GALANIDA, PhD, CESO V**  
 Schools Division Superintendent

Reference: Regional Memoranda Nos. 294, 297, 311, 314, series of 2020,

To be indicated in the PERPETUAL INDEX under the following subjects:

BUDGET OF WORK      PRINTING/REPRODUCTION      MELCs      TEXTBOOK

KLK/cpt2020

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