

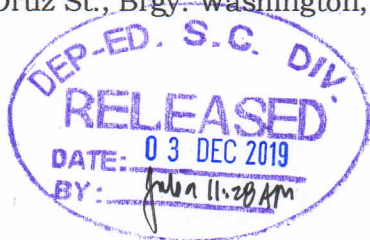


Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Caraga Administrative Region  
**SCHOOLS DIVISION OF SURIGAO CITY**  
M. Ortiz St., Brgy. Washington, Surigao City



DIVISION MEMORANDUM

No. 797, s. 2019



December 2, 2019

**CAPACITY BUILDING FOR SCHOOL LEARNING RESOURCE COORDINATORS**

To: Assistant Schools Division Superintendent  
SGOD and CID Chiefs  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
This Division

1. The Schools Division of Surigao City thru the Learning Resource Management and Development Section (LRMDS) will conduct a **Capacity Building for School Learning Resource Coordinators** on **December 10, 2019 for Districts I to V** and on **December 11, 2019 for Districts VI to 10** at a venue to be announced later.
2. The participants are the school LR coordinators in every school both elementary and secondary. (Please see the list of participants in Enclosure 1)
3. Participants are expected to be at the venue at 7:30 am. They are advised to bring laptop, extension cord, and pocket wifi during the training.
4. The schedule of activities is herein attached (Enclosure 2) for your guidance.
5. Expenses incurred relative to the capacity building shall be charged to HRTD funds subject to the usual government accounting and auditing rules and regulations.
6. For further inquiries about the activity, please contact Dr. Noemi D. Lim, EPS via Mobile Phone No. 09993511500.
7. Immediate dissemination of this Memorandum to all concerned is highly desired.

*K. Galanida*  
**KAREN L. GALANIDA, PhD. CESO VI**  
OIC – Schools Division Superintendent  
*Lim*

Enc: As stated

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

K to 12

LRMDS

TRAINING