



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

Office of the Schools Division Superintendent - Curriculum Implementation Division

18 August 2025

DIVISION MEMORANDUM

No. 266 s. 2025

**DISTRIBUTION OF REGIONAL OFFICE-PROCURED GAWAING PAMPAGKATUTO
AND ACTIVITY SHEETS FOR GRADES 3 and 5 IN SELECTED SUBJECT AREAS**

To : Education Program Supervisors
District Heads
Elementary School Heads
Administrative Officers II and ADAS II and III – districts and schools
All Others Concerned

1. This Office, through the Curriculum and Implementation Division – Learning Resources Management Section (CID-LRMS), announces to the field the availability of the learning resources procured by the Regional Office.
2. Each district is requested to form a team to retrieve the said materials, which are stored around the Library Hub lobby. The team shall be composed of the following personnel: Administrative Officer II and ADAS II or III stationed in both the districts and schools.
3. Kindly coordinate with the Division Librarian at the Library Hub for detailed instructions and the necessary documents to gather the specified materials. A designated staff member from the Supply Office, in coordination with General Services (GS), will also assist with this activity. The retrieval period will be from **August 20 to 29, 2025**.
5. Freight, hauling and other incidental expenses relative to the activity shall be chargeable against school MOOE subject to the usual government accounting and auditing rules and regulations.
6. This memo shall serve as the **travel order** for the team assigned to retrieve the allocated learning materials for their respective district.
7. Immediate dissemination of this, and strict compliance with it, are highly desired.


GAUDENCIO C. ALJIBE JR., PhD., CESO VI
Schools Division Superintendent

DepEd Northern Samar
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By:  Date: **AUG 19 2025**