



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

Office of the Schools Division Superintendent - Curriculum Implementation Division

22 August 2025

DIVISION MEMORANDUM

No. 275 s. 2025

**REITERATION OF DIVISION MEMORANDUM NO. 007, s. 2022 re: DESIGNATION OF
LEARNING RESOURCE COORDINATOR (LRC) OF THE SCHOOL, DISTRICT AND
ALTERNATIVE LERNING SYSTEM**

To : Assistant Schools Division Superintendent
CID Chief
Education Program Supervisors
PSDSs/District Heads
Public Elementary, JHS and SHS School Heads
Education Program Specialists of ALS
All Others Concerned

1. This memorandum serves to reiterate the contents of Division Memorandum No. 007, s. 2022, dated January 11, 2022, regarding the designation of Learning Resource Coordinators (LRC) at the school, district, and Alternative Learning System (ALS) levels.
2. This is being reiterated due to circumstances such as the transfer or promotion of the previously designated coordinator. In light of these changes, it is essential that all concerned personnel review and adhere to the updated guidelines to ensure continuity and compliance.
3. Submission of the newly designated Learning Resource Coordinator (LRC) at all levels is urgently required.
4. All other provisions of the aforementioned memorandum shall remain in effect and continue to be enforced.
5. Immediate dissemination of and strict compliance with this is highly desired.

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



Address: Mabini St., Brgy. Acacia, Catarman, 6400, Northern Samar
Telephone Nos: (055) 500 1020
Email Address: northernsamar@deped.gov.ph
Division Official Website: <https://northernsamar.deped.gov.ph>

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Date:

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

11 January 2022

Division Memorandum

No. 007, s, 2022

**DESIGNATION OF LEARNING RESOURCE COORDINATOR (LRC) OF THE SCHOOL,
DISTRICT AND ALTERNATIVE LEARNING SYSTEM**

To: Assistant Schools Division Superintendent
Chief CID
Education Program Supervisors
PSDSs/PICs
Public Elementary, JHS and SHS School Heads
Education Program Specialists of Alternative Learning System
All Other Concerned

1. With the mandate of curriculum development, enrichment and localization and an objective to develop programs and strategize to localize, indigenize, and contextualize competencies in the curriculum and to encourage learning innovation.
2. To effectively implement the mandate mentioned/stated above a Learning Resource Coordinator both the school and district shall be designated. Alternative Learning System – Learning Resource Coordinator shall also be designated.
3. Each school shall designate Learning Resource Coordinator (LRC). From among the appointed school LRC, the district Learning Resource Coordinator will be chosen.
4. **Skills/Qualities:** Those who will appointed as Learning Resource Coordinator of the school) should possess (any or one) the ability to write/develop (story, TGs, LMs among others), translate texts, edit texts, illustrate, a creative artist, a lay-out artist and may also with a subject specialization. Computer literate is desired.
5. All developed learning resources, in any form, the Learning Resource Coordinator will collect from their school and turn-over to the district Learning Resource Coordinator and forward it to the District Quality Assurance Team (DQAT) to undergo quality assurance. The PSDSs/PICs will review before submitting it to the Education Program Supervisor of



Mabini St., Brgy. Acacia, Catarman, 6400, Northern Samar
Telefax: (055) 500 9801
Division Official Website: <https://northernsamar.deped.gov.ph>
Email: nsamardivision@deped.gov.ph



The PSDSs/PICs will review before submitting it to the Education Program Supervisor of the subject area for final quality assurance. Hard and soft copy should be submitted the evaluation tools as well used attached per learning material developed.

7. The PSDSs/PICs are requested to submit to the CID – LRMS office your respective designated Learning Resources Coordinator both for school and district before January 28, 2022
8. Immediate dissemination and compliance of this memorandum is highly desired.

RAUL D. AGBAN, EdD
Schools Division Superintendent