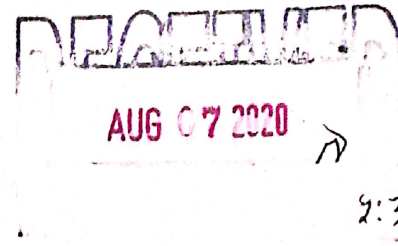




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OFFICE OF ABRA



August 5, 2020

DIVISION MEMORANDUM
No. 140 s.2020

POLICY GUIDELINES IN THE PROVISION OF LEARNING RESOURCES

**TO: Education Program Supervisors
Public Schools District Supervisors
Secondary School Heads
Elementary School Heads
Public Elementary and Secondary Schools**

1. In compliance to DepED Order No 018, s 2020 re: Policy Guidelines for the Provision of Learning Resources in the Implementation of the Basic Education Learning Continuity Plan, this office provides guidelines on the release, utilization and liquidation of funds, printing and delivery of learning modules and other learning resources to all elementary and secondary schools in the division.
2. Each school shall estimate the costing of each module based on the latest enrolment per grade level, number of modules to be issued, number of pages per module and cost per page. Reproduction at the school level shall be funded through the 30% allocation from the School MOOE in accordance with DO 15 s. 2020 while at the division level will be the downloaded amount to the division offices and other sources like Special Education Fund (SEF). The use of funds shall be subject to the existing government budgeting, procurement, accounting and auditing rules and regulations.
3. For the first month, all schools shall be responsible in the printing of the self-learning modules. District Information Technology Officers and Secondary ITOs are responsible in the downloading of the learning resources from the division link and distribution to all schools. Unauthorized printing, uploading and conducting activities involving sharing of digital files other than the intended purpose are strictly prohibited and shall be grounds for imposition of administrative and other sanctions.
4. Education Program Supervisors monitor the downloading of learning resources to see if the target number of modules are received by schools. Public Schools District Supervisors monitor the reproduction, printing and packaging ready for distribution to learners.
5. Textbooks and skills workbooks are considered alternative learning resources of self-learning modules, such materials should be accounted for learners and provided guide sheets to aid the parents and learners while working on these materials.

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6. For schools that need assistance for this first month of reproduction, please coordinate with the CID Chief Mrs. Hedwig M. Belmes.
7. Immediate and wide dissemination of this memorandum is enjoined


GLORIA B. BUYAO
Schools Division Superintendent

