



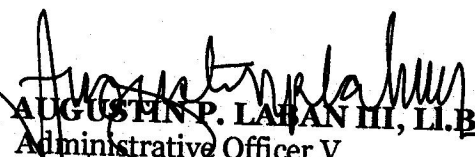
Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**DIVISION OF BAGUIO CITY**  
#82 Corner Military Cut-off, Baguio City  
Tel. No.: 442-7819 Fax: (074) 442-7819



**DIVISION MEMORANDUM**

No. 116, s. 2012

To: Division LRMSD Coordinators

From:   
**AUGUSTIN P. LABAN III, L.L.B.**  
Administrative Officer V  
Officer-in-Charge  
Office of the Schools Division Superintendent

Subject: Submission of Data/Reports on LRMSD

Date: September 27, 2012

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This Office requests all Division LRMSD Coordinators to submit the following data/reports to the Division LRMSD Manager not later than October 5, 2012 for consolidation and submission to the Regional Office.

1. List or inventory of existing learning/teaching resources (if there are any) in your respective field of specialization ready for LRMSD quality assessment;
2. Identified priority learning resource needs in your learning area;
3. List of potential resource evaluators (one per learning area) with the following criteria:
  - a. Not less than 5 years in service;
  - b. Proficient in English or Filipino and any mother tongue in the Cordillera;
  - c. Subject specialist;
  - d. Ability to work well with a team; and
  - e. Willing to work overtime in assessing learning resources.
4. Evidences for the Division Readiness Assessment.

Please be guided accordingly.



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September 25, 2012

**ELLEN B. DONATO, Ed.D., CESO III**  
Director III  
DepEd-CAR  
Wangal, La Trinidad, Benguet

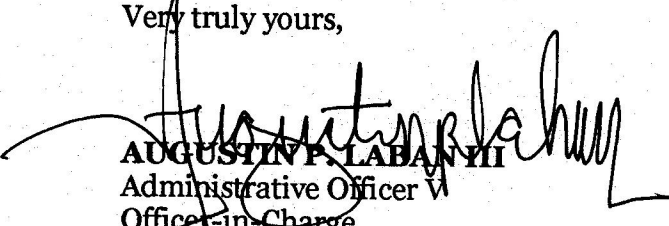
Attn.: Virginia T. Lupian, Ed.D.  
Chief, Special Services Division  
Learning Resource Manager

Madam:

This is to submit the revised list of Division Human Resource for the LRMDs Core Group.

Division LRMDs Program Manager	- Atty. Augustin P. Laban III
Learning Resource Manager	- Dr. Evelyn M. Gabot
Quality Assurance Coordinator	- Dr. Thelma T. Dalay-on
Assessment & Evaluation Coordinator	- Mrs. Teresita D. Mayam
Development & Production Coordinator	- Dr. Juliet C. Sannad
Instructional Designers	- Dr. Fernando B. Eleponga
	Miss Tracy Falag-ey
	Mr. Harris Dizon
Training Team Leader	- Dr. Esther Y. Melecio
Auxiliary Team Leaders	- Dr. Lillian S. Pagulongan
	Mr. Arthur Tiongson
ICT Planning Coordinator	- Mr. Renaldo D. Umayat

Very truly yours,

  
**AUGUSTIN P. LABAN III**  
Administrative Officer V  
Officer-in-Charge  
Office of the Schools Division Superintendent