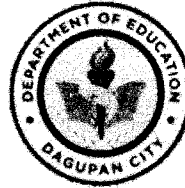


Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region I  
**SCHOOLS DIVISION OFFICE**  
DAGUPAN CITY



**DIVISION MEMORANDUM**

No. 369, s. 2019

**RELEASED**  
DEFER  
DATE: 7-05-19  
BY: S  
P 6027

To: Public Schools District Supervisors  
Public Elementary/Secondary School Heads/OICs  
Teacher-librarians/Library In-charge

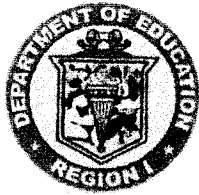
From: *Maria Celia*  
**MARIA CELIA JUNIO-FERNANDEZ, Ed.D., MDM-SEC**  
Schools Division Superintendent

Date: November 05, 2019

Subject: **STATUS OF PUBLIC SCHOOL LIBRARIES**

1. The Curriculum Implementation Division (CID) through the Learning Resource Management Section (LRMS) will gather data on the status of school libraries which will serve as basis for inputs in preparation for the provision of technical assistance towards collection development of public school libraries through networking and linkages with stakeholders.
2. A school has a school library if the following requirements are met:
  - 2.1. A separate space or area identified as a school library is provided
  - 2.2. A reading area with tables and chairs that can accommodate library users
  - 2.3. A librarian or teacher in -charge for the library is assigned to manage the school library
  - 2.4. Shelves are provided for the library collections.
  - 2.5. Acquired supplementary learning resources (SLRs) that will support and reinforce the curriculum and meet the needs, abilities and interests of the users such as dictionaries, encyclopedias, almanacs, periodicals, fiction books, non-print, electronic materials and other library materials.
3. In line with this, all public elementary, junior and senior high schools are required to accomplish the attached template and submit the hard copy to Mr. Jan Vincent D. Galvez, Division Librarian not later than November 8, 2019. Moreover, please send the soft copy in excel format through [janvincent.galvez@deped.gov.ph](mailto:janvincent.galvez@deped.gov.ph).
4. Immediate dissemination and compliance of this Memorandum is desired.

DEPED  
**RECEIVED**  
DATE: 11/5/19  
TIME: 2:31  
REYNANTE B. INFANTE  
11/5/2019



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region I  
**SCHOOLS DIVISION OFFICE**  
DAGUPAN CITY



**STATUS OF SCHOOL LIBRARY**

School ID	Name of School	Current Total Enrolment	School Address	School Head	Librarian/Teacher In-charge of the Library	Status <i>(Existing or No School Library)</i>

Prepared by:

\_\_\_\_\_  
Library In-charge/Teacher-Librarian

Noted:

\_\_\_\_\_  
Principal/School Head

Management System

00 807120

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