



Republic of the Philippines
Department of Education

REGION I
SCHOOLS DIVISION OFFICE OF DAGUPAN CITY

Office of the Schools Division Superintendent

Division Memorandum
No. 65 s, 2023

To: Asst. Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
School Heads Elementary & Secondary
All Others Concerned



From: OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

Subject: **PROVISION OF INFORMATION AND REITERATION OF POLICY GUIDELINES OF THE DEPARTMENT OF EDUCATION AND OTHER CONCERNED NATIONAL GOVERNMENT AGENCIES ON THE UTILIZATION, USEFUL LIFE, AND STORAGE AND MAINTENANCE OF SELF-LEARNING MODULES (SLMs), DIGITAL DEVICES, AND OTHER LEARNING RESOURCES IN LIGHT OF COVID-19 PANDEMIC AND OTHER EMERGENCIES**

Date: February 13, 2023

1. The Joint Memorandum DM-OUCI-2023-014 and Regional Memorandum No. 138, s. 2023 provides information and reiterates the policy guidelines of the Department of Education and concerned National Government Agencies (NGAs) on the utilization, useful life, storage, and maintenance of learning resources, including but not limited to self-learning modules (SLMs) and digital devices that were acquired and distributed during the implementation of distance learning in light of the COVID-19 health emergency. These guidelines shall apply to all learning resources to be procured, acquired, and distributed in the succeeding school years, unless otherwise repealed or rescinded by subsequent issuances.

2. The SLMs shall remain the primary learning resource for various distance learning delivery modalities and supplementary learning resource for in-person classes from Kindergarten to Senior High School. As Alternative Delivery Mode (ADM) modules, the SLMs shall continue to be used by all learners enrolled in the ADM Program. Using the quality-assured SLMs procured by field offices in different content and accessible formats remains essential. They shall continue to be utilized by all schools in all grade levels, along with textbooks and other supplementary learning resources supportive of implementing learning delivery modalities applicable to the local contexts.

Reporting of SLM Errors

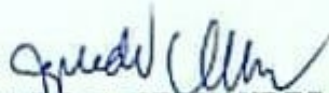
3. The field offices shall retain the mechanisms for addressing reported errors and content issues in the SLMs based on the provisions indicated in the Joint Memorandum DM-OUCI-2021-261 and other DepEd issuances on the matter.

Use and Preservation of SLMs and Digital Devices

4. DepEd prescribes that SLMs shall have a multi-year utilization with a projected life span of three to five years and be classified as semi-expendable materials
5. SLMs and other learning resources procured by the CO, RO, SDO and schools shall be properly accounted for, kept in good condition, and safeguarded against loss or wastage in compliance with Section 2 of Presidential Decree No. 1445 and other relevant government issuances for proper recording and accountability consistent with the Joint Memorandum DM-OUCI-2021-261.
6. Recipient schools are expected to devise means to save digital versions of the SLMs and other digital learning resources. Quality assured LRs or programs that may be stored in the procured digital devices can be downloaded from the DepEd Learning Resource Portal accessible via the link <https://lrmds.deped.gov.ph>.
7. Teachers shall orient learners on the basic use of digital devices and resources. They shall prohibit any unauthorized saving of non-educational items or non-school related files/programs in the digital device. Schools shall designate school ICT coordinators, with the assistance of other available and abled school personnel, to check on the contents of the digital device before distributing the same to learners to ensure that no unauthorized file or program is stored in these digital devices.

Procurement of LRs and Devices

7. As stated in DO No. 12, s. 2022, the procurement and use of learning resources and other devices shall be subjected to the existing guidelines on the acquisition, distribution, issuance, use, and return of semi-expendable supplies and equipment.
5. For information, guidance and compliance of all concerned.


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