



Republic of the Philippines
Department of Education
Region VI – Western Visayas
Schools Division of Capiz

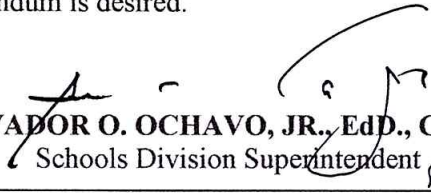
Office of the Schools Division Superintendent

DIVISION MEMORANDUM NO. 161, s. 2020
December 3, 2020

**EXTENSION OF THE PRINTING SORTING, BINDING AND PACKING
OF IN-HOUSE PRINTED SELF-LEARNING MODULES**

To: Assistant Schools Division Superintendent
Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
Public Elementary / Secondary School Heads
Division Personnel

1. In order to ensure the availability of needed Self-Learning Modules (SLMs) from kindergarten and identified learning areas in elementary to senior high school for the 1st Quarter of School Year 2020-2021 the Learning Resource Management System under the Curriculum and Instruction Division in cooperation with the Supply Office will still have the extension of the In-House printing starting December 4-8, 2020.
2. To facilitate printing of SLMs Division personnel were organized into teams to print, sort, bind and pack the different printed SLMs. The teams and list of members is found in Enclosure No. 1.
3. Food allowance and overtime pay will be given to the working personnel charge to LRO and Division MOOE subject to usual accounting and auditing rules and regulations.
4. Immediate and wide dissemination of this Memorandum is desired.


SALVADOR O. OCHAVO, JR., EdD., CESO V
Schools Division Superintendent



Address: Banica, Roxas City
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Teams and Members to Print, Sort, Bind and Pack SLMs

Riso Graph Operators	Staff (Sorting, Binding and Packing of SLMs)
1. Leonidas Leonor	1. Ariel De Matias
2. Rolanie Diocson	2. Fredirick Esquillo
3. Joeven Vacaro	3. Leonor Flores
4. Roberto Dichosa	4. Mercy Azarcon
5. Salvador Linghon	5. Kristine Besinio
6. Alex Tumanday	6. Victor Berjamin
	7. Jordan Bundalan
	8. Samuel Orbe

To oversee the reproduction process:

Supply Section

J-Carl Francis Bediones
Rhodela Martinez

LR Section

Shirley de Juan
Glenn Dollete
Ma. Frances Therese Zamora