



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OFFICE – CAPIZ

July 17, 2024

DIVISION MEMORANDUM
NO. **406** s. 2024

**RELEASE AND DISTRIBUTION OF ALL RE-PACKED SLM'S
(SELF LEARNING MODULES FOR SECONDARY and INTEGRATED SCHOOLS)
DELIVERED AT THE DIVISION LIBRARY HUB**

To : Secondary School Principals / Heads of Integrated Schools
Secondary Schools Property Custodians / AO II's
All others concerned

1. The field is hereby advised that all SLM's (Self-Learning Modules for Elementary) from the APO Production Unit Inc. and delivered at the Division Library Hub , Ivisan , Capiz for Secondary and Integrated Schools are now ready for release / distribution.
2. It is requested that authorized receiving personnel from each Secondary/ Integrated School /AO's II) bring with them the appropriate hauling vehicle which is approximately 1 standard sized passenger PUV Jeepney for National High Schools and approximately 1 standard sized Multicab PUV Jeepney with at least 2 haulers per school during the following dates specified for release/distribution of all re-packed SLM's :

Date	Municipality	District / School Personnel Involved
Day 1 (July 23, 2024)	Secondary Schools and Integrated Schools in the 2 nd Congressional District	Secondary / Integrated School Property Custodians/ AO II of the said Secondary/ Integrated Schools from the 2 nd Congressional District with 2 haulers each per school





Address: Banica, Roxas City
Contact Number: (036) 6518 456/0968-869-5867
Email Address: capiz@deped.gov.ph
Website: <http://depedcapiz.ph>



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Day 1 (July 22, 2024)	Secondary Schools and Integrated Schools in the 1st Congressional District	Secondary/Integrated School Property Custodians/ AO II of the said Secondary/ Integrated Schools from the 1st Congressional District with 2 haulers each per school
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- Expenses relative to this activity shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
- Considering the relative urgency to release the said SLM's for Secondary and Integrated Schools, in preparation for the Division Library Hub evaluation, it is requested that all parties appear during their scheduled dates with their vehicles and haulers.
- Focal person / unit for this undertaking is the Supply and Property / General Services Unit c/o Rhodela U. Martinez, AO IV (Supply and Property). All other relevant information and instructions relative to the said task shall be coursed through the Secondary Schools Property Custodians Group chat.
- Immediate dissemination of this memorandum is desired.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent 

Encl : As stated
Reference : None
To be included in the Perpetual Index
under the following subjects:

INSTRUCTIONAL MATERIALS
INVENTORY



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