

Republic of the Philippines Department of Education

NATIONAL CAPITAL REGION SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division Superintendent

AUG 19 2024

MEMORANDUM No. <u>239</u>, s. 2024

IDENTIFICATION OF ADDITIONAL LIBRARY HUBS FOR FISCAL YEAR 2025 AND SUBMISSION OF THE SITE APPRAISAL FORM AND PROGRAM OF WORKS

TO: OIC – Assistant Schools Division Superintendent/ Chief Education Supervisor, SGOD Chief Education Supervisor, CID Public Elementary and Secondary School Heads/ OICs All Concerned

- 1. Attached is Regional Memorandum No. 796 s., 2024, on the above-captioned title, the contents of which are self-explanatory, for the information, guidance, and compliance of all concerned.
- 2. Wide dissemination of this Memorandum is desired.

Asst. Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

Encl.: As stated Reference: None

To be indicated in the Perpetual Index

under the following subjects:

LEARNING RESOURCES

TEACHERS

LEARNERS

LIBRARY

GUU/NM IDENTIFICATION OF ADDITIONAL LIBRARY HUBS FOR FISCAL YEAR 2025 AND SUBMISSION OF THE SITE APPRAISAL FORM AND PROGRAM OF WORKS

239 / August 16, 2024

NUM-2024-239









Department of Education

NATIONAL CAPITAL REGION



August 09, 2024

REGIONAL MEMORANDUM

No. 796 ,s. 2024

To: Schools Division Superintendents CID Chiefs
SGOD Chiefs
Division Engineers
All Others Concerned

IDENTIFICATION OF ADDITIONAL LIBRARY HUBS FOR FISCAL YEAR 2025 AND SUBMISSION OF THE SITE APPRAISAL FORM AND PROGRAM OF WORKS

- 1. Attached is the joint memorandum dated August 08, 2024, re: Identification of additional Library Hubs for Fiscal Year 2025 and submission of the Site Appraisal Form and Program of Works.
- 2. In relation to this, all concerned Division Engineers is required to submit the accomplished and signed **Site Appraisal Form** (prepared by SDO Engineer, reviewed by the SDO Librarian, noted by the LR Supervisor, recommended by CID Chief, and approved by the SDS) together with the **Program of Works (POWs)** prepared by the SDO Engineer, noted by the LR Supervisor, recommended by the SGOD Chief, and approved by the SDS. The SDO Librarian shall send the accomplished forms with this filename convention, SDO_SAF/POWs_FY 2025 LH at these email addresses **on or before August 30, 2024**:

Send to: marlon.ompoc@deped.gov.ph

kianna.Gonzales@deped.gov.ph

CC: blr.lrqad@deped.gov.ph

ncr@deped.gov.ph

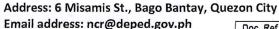
epifanio.macaraeg@deped.gov.ph

- 3. Furthermore, please refer to the attached perspective of the Library Hub design in drafting the POWs and accomplish the SAF.
- 4. For query or clarification, you may contact Mr. Marlon G. Ompoc, Librarian II, BLR-Quality Assurance Division or email address at marlon.ompoc@deped.gov.ph, copy furnished blr.lrqad@deped.gov.ph or contact through telephone number 8631-9294 or 8634-1054.









Email address: ncr@deped.g Website: depedncr.com.ph

Doc. Ref. Code	RO-ORD-F004	Rev	00
Effectivity	01.26.23	Page	1 of 1





Department of EducationNATIONAL CAPITAL REGION

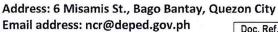
For your information and appropriate action. 5.

JOCELYN DR ANDA Director IV









Website: depedncr.com.ph

Doc. Ref. Code	RO-ORD-F004	Rev	00
Effectivity	01.26.23	Page	1 of 1





Department of Education

JOINT MEMORANDUM

FOR

JOCELYN DR. ANDAYA

Regional Director

DepEd Regional Office NCR

ATTENTION:

SCHOOLS DIVISION SUPERINTENDENTS

FROM

ARIZ DELSON ACAY D. CAWILAN

Director IV, Bureau of Learning Resources

NGAN, ENGR. V Chief, Education Facilities Division

SUBJECT

IDENTIFICATION OF ADDITIONAL LIBRARY HUBS FOR FISCAL YEAR 2025 AND SUBMISSION OF THE SITE

APPRAISAL FORM AND PROGRAM OF WORKS

DATE

August 8, 2024

This has reference to the joint memorandum dated August 8, 2023 relative to the Inventory of the Library Hub Infrastructure Status for the implementation of the approved construction of Library Hubs under the National Expenditure Program for CY 2025-line item under the Basic Education Facilities Fund (BEFF) of the Department of Education (DepEd).

The Bureau of Learning Resources sets the following minimum number of Library Hubs to be established in the respective Schools Division Offices (SDOs) by FY 2029 as follows:

SDO Size	Minimum Number of LHs		
Very Large	5		
Large	4		
Medium	3		
Smali	1		

In this connection, the following SDOs need to identify new sites for a Library Hub (LH) establishment in addition to the existing LHs (Batches 1 to 7 and FY 2024 established).





Department of Education

JOINT MEMORANDUM

FOR

JOCELYN DR. ANDAYA

Regional Director

DepEd Regional Office NCR

ATTENTION:

SCHOOLS DIVISION SUPERINTENDENTS

FROM

ARIZ DELSON ACAY D. CAWILAN

Director IV, Bureau of Learning Ressurces

ANNABELLE R. PANGAN, ENGR. V Chief, Education Facilities Division

SUBJECT

IDENTIFICATION OF ADDITIONAL LIBRARY HUBS FOR

FISCAL YEAR 2025 AND SUBMISSION OF THE SITE

APPRAISAL FORM AND PROGRAM OF WORKS

DATE

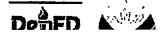
August 8, 2024

This has reference to the joint memorandum dated August 8, 2023 relative to the *Inventory of the Library Hub Infrastructure Status* for the implementation of the approved construction of Library Hubs under the National Expenditure Program for CY 2025-line item under the Basic Education Facilities Fund (BEFF) of the Department of Education (DepEd).

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Medium	3
Small	1

In this connection, the following SDOs need to identify new sites for a Library Hub (LH) establishment in addition to the existing LHs (Batches 1 to 7 and FY 2024 established).



No.	DIVISION	SDO SIZE	ADDITIONAL LH CONSTRUCTION FOR FY 2025
1.	Malabon City	M	1
2.	Marikina City	M	1
3.	Muntinlupa City	M	1
4.	Navotas City	M	1
5.	Pasig City	M	1
6.	Taguig City and Pateros	M	1
7.	Valenzuela City	M	1

In the identification of additional LHs, please ensure compliance to the following considerations:

- 1. Can cater schools that cannot be reached by the mobile services of the existing LHs
- 2. With acceptable DepEd land ownership (Land Title and/ or Deed of Donation)
- 3. Elevated and or is free from flooding
- 4. Accessible by at least a 4-wheel vehicle

Please submit the accomplished and signed **Site Appraisal Form** (prepared by the SDO Engineer, reviewed by the SDO Librarian, noted by the LR Supervisor, recommended by the CID Chief, and approved by the SDS) together with the **Program of Works (POWs)** prepared by the SDO Engineer, noted by the LR Supervisor, recommended by the SGOD Chief, and approved by the SDS. The SDO Librarian shall send the accomplished forms with this filename convention, SDO_SAF/POWs_FY 2025 LH at these email addresses on or before **August 30, 2024**:

Send to: marlon.ompoc@deped.gov.ph Kianna.gonzales@deped.gov.ph

Cc : blr.lrqad@deped.gov.ph, Regional Office email

Furthermore, please refer to the attached perspective of the Library Hub design in drafting the POWs and accomplish the SAF.

Mr. Marlon G. Ompoc, Librarian II of the BLR-Quality Assurance Division, will coordinate with your office regarding the said matter. For any query or clarification, you may email Mr. Ompoc at marlon.ompoc@deped.gov.ph copy furnish blr.lrqad@deped.gov.ph or contact him at telephone numbers 8631-9294 or 8634-1054.

For your appropriate action and guidance.

Attached: as stated

Copy furnished:

REVSEE A. ESCOBEDO Undersecretary for Operations

EPIMACO V. DENSING III

Undersecretary for School Infrastructure and Facilities

GINA O. GONONG

Undersecretary for Curriculum and Teaching

ALMA RUBY C. TORIO

Assistant Secretary for Curriculum and Teaching



REPUBLIC OF THE PHILIPPINES

DEPARTMENT OF EDUCATION

Education Facilities Division DepEd Complex, Meralco Avenue, Pasig City

SITE APPRAISAL FORM



Division:				
Region:				
Address:			•	
No	Street Beranggay t	Ity/Municipality Province		
I. SITE INFOR	MATION within SDO compound Yes	No No		
r reposed and a	mining obo compound [10-	If No, Specify Name of School:		
		Address of School		
Site Ownership:	Titled under the name of	Contract of Usufruct	Deed of Donation Ta	x Declaration
	DepED Priva	te/Others With conditions	Absolute	DopED
	ren	 	With Condition	LGU
	260	Perpectual Use		
	Deed of Sale	Presidential Proclama	illon	hers/ specify:
				
Location:	Urban Low	land Island	Coastal	Others/ specify:
	Rural High	land/Up land w/ aboutkm b	cat ride from the mainland	
	est public school:_ 50 m t public school : Naga Central Elem. S		rivate school:2 km ate school : Exceed learning Center Ele	em Denadment
Manna di Manada	rpunc across raign contain com. c	——————————————————————————————————————		
Topography:	Level/ Flat	Stoping Railing	Others/ specify: w/ cut & improve	fill works (m)/ needs site ment
Flood Level:	0.20 m (m) Ofte	n utilized as Evacuation Center during Dis	aster/Emergencies Yes	7 _{No}
Fibou Lavai.	0.20 m (m) Ofte	The options as evacuation center during big	astericine Berries [168 [1110
Soil Condition:	Rocky	Sandy	Clayey	Others/ specify:
				7
Power Supply:	NPC Line	Cooperative	Generator	Others.
Water Supply:	Potable (drinking)	Local Water District	Spring	1
rraio Cappij.				Others/specify:
	USI	ance from Tapping Point: _ 50m	; · · · · · · · · · · · · · · · · · · ·	
	Not Potable	Deepwell	Shallow well	
		Deptit:(m)	Depth:(m)	
				
Access:	/ Cementedkm.	Asphalikm.	Gravel bedkm.	Roughkm
	Hiking km.	Others/ specify:	By boatkm.	
Material Source:	Distance from the school site: 5 kg	<u>n</u>		
II. SITE DEVE	LOPMENT PLAN Total lot area:	(sq mtr./hectare)	Proposed total buildable space for c	onstruction: sq/mtr.
	5mtrs	Sloping Terrain		include the following:
l s	AVAILABLE SITE	, 5	* *	pathwalk
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	2	/	/	Baranggay Road
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B. AVAILABLE SPACE FOR CONSTRUCTION

(For this section, location/s of the available space for construction(if any)should be reflected in the Site Development Plan)

No. of	Type of Building	Building footprint can be accommodated in the available space?*				Remarks (Additional Site Information e.g. Embankment, Slope
(Building)		Yes	Yes, but with demolition	Yes, but with design modification	No	Protection, Hauling etc.}
				J		

* If the sile will require demolition of an old or conformable structure, specify in the remarks column the type and number of buildings and classrooms to be demolished. If the site will require some modifications in the design specify in the remarks columns the particular modifications to be made in the design of the building.

•		
Additional Remarks (if any):		
	WENTER	
Appraised by:	Nated:	
DepEd Engineer	School Head/ Principal/Teacher-in-charge	Date of Inspection
	LR Supervisor	
	Schools Division Superintendent	

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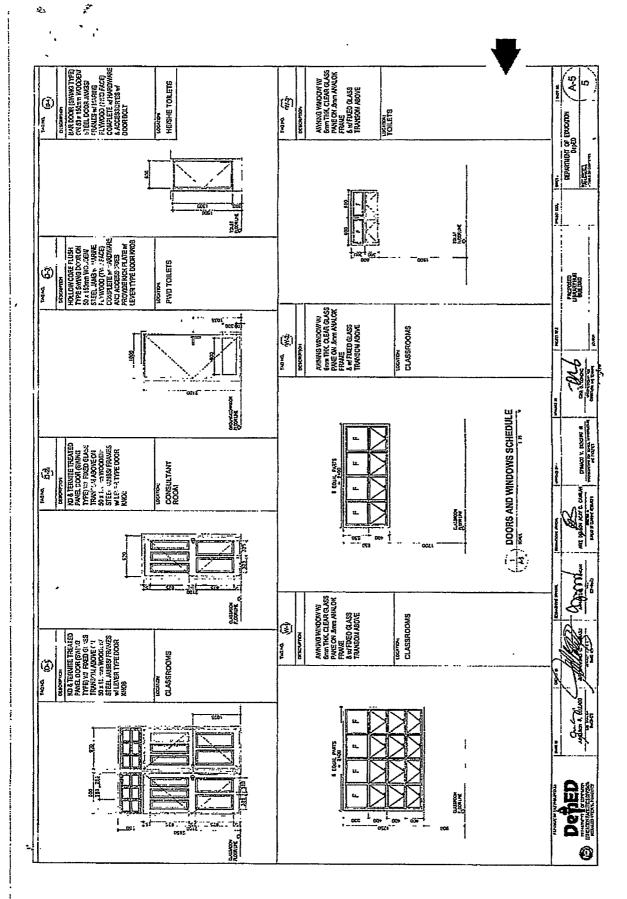
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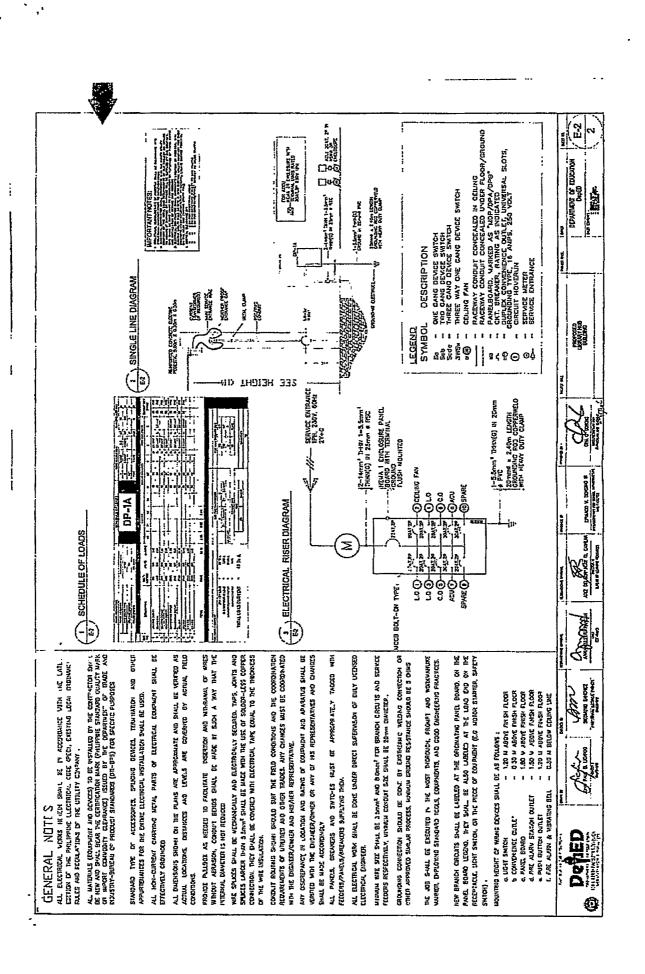
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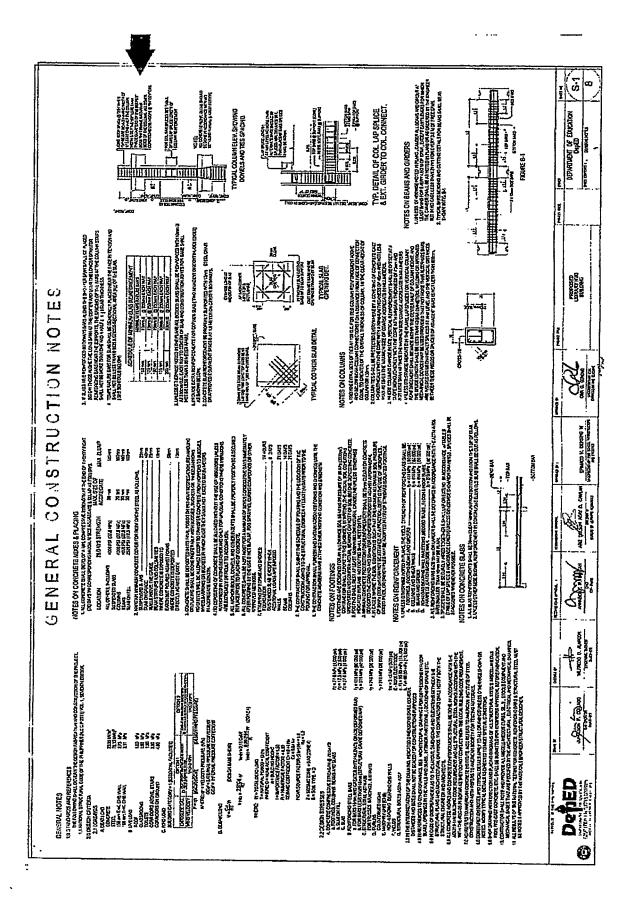


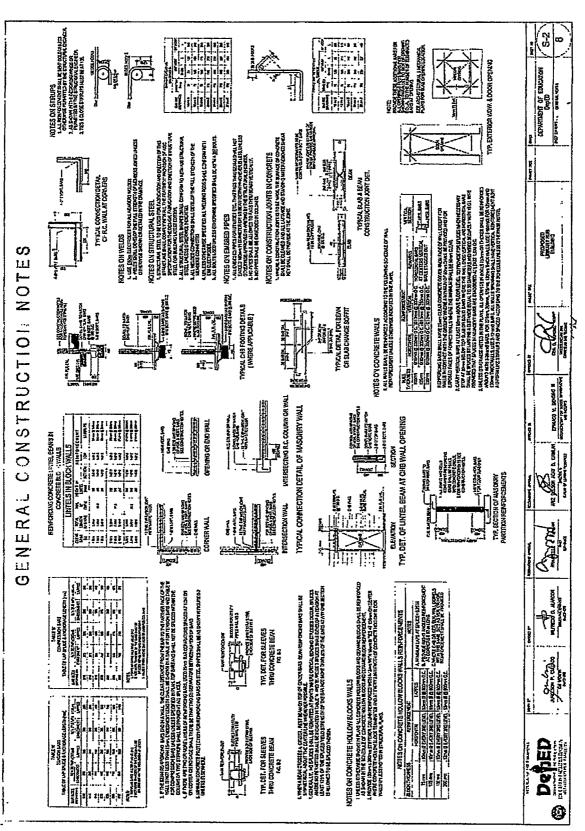
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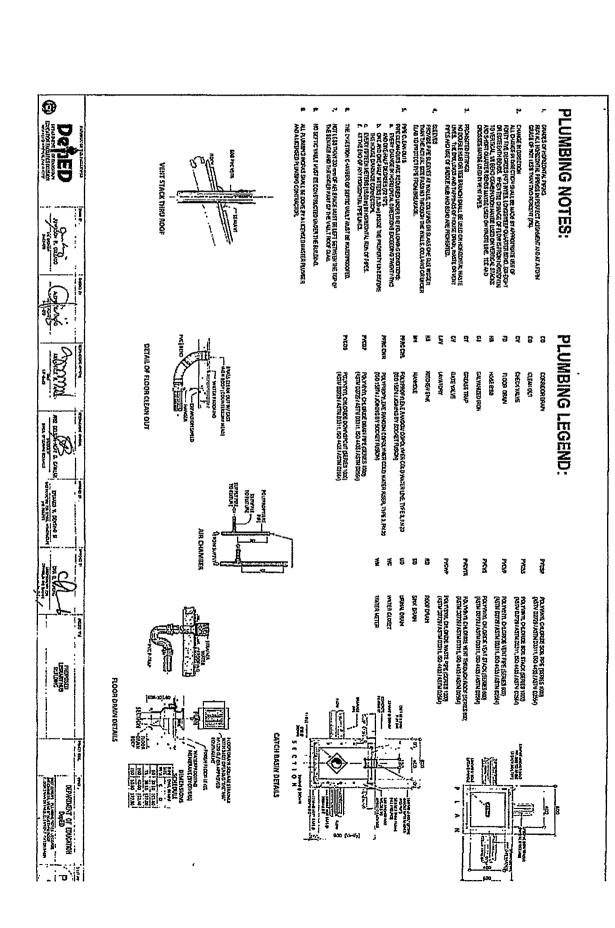
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