



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

**Office of the Schools Division
Superintendent**

JAN 15 2026

MEMORANDUM
No. 018, s. 2026

**DELIVERY OF SUPPLEMENTARY LEARNING RESOURCE
FOR SCHOOL LIBRARIES**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
All Public Elementary and Secondary School Heads/OICs
All Others Concerned

1. In compliance with the Joint Memorandum issued on February 3, 2025, entitled "Guidelines on the Utilization of Directly Released Funds Under FY 2025 Textbooks and Other Instructional Materials Funds, this Office informs the field of the procurement and ongoing delivery of Supplementary Learning Resources for the school library.
2. The Supplementary Learning Resources delivered include General References, Learning Area Reference Materials, and Non-Print Materials (globe, map, chart) and Manipulatives. These are to be included in school library's additional collection. The school library in charge is expected to inform the teachers and the learners of the additional references.
3. The use of these newly delivered reference materials as well as the other collection of the school LRC is greatly encouraged. It is also hoped that the school LRC as an important avenue for learners' development of reading habits as well as teachers' research area is made accessible and fully functional.
4. Immediate dissemination of this Memorandum is desired.


VIOLETA M. GONZALES CESO VI
Assistant 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 SCHOOLS INSTRUCTIONAL MATERIALS

GUU/UNM DELIVERY OF SUPPLEMENTARY LEARNING RESOURCES FOR THE SCHOOL LIBRARIES

018/January 14, 2026

NUM-2026-018



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Republic of the Philippines
Department of Education

JOINT MEMORANDUM

TO : **ALL REGIONAL DIRECTORS**
ALL OTHERS CONCERNED

FROM : **ATTY. FATIMA LIPP D. PANONTONGAN**
Undersecretary and Chief of Staff
Office of the Secretary

GINA O. GONONG
Undersecretary for Curriculum and Teaching

MALCOLM S. GARMA
Assistant Secretary, Officer-in-Charge,
Office of the Undersecretary for Operations

SUBJECT : **GUIDELINES ON THE UTILIZATION OF DIRECTLY RELEASED FUNDS UNDER FY 2025 TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS FUND**

DATE : **February 3, 2025**

1. This memorandum establishes the guidelines on the utilization of directly released funds for the following programs/activities:

Annex No.	Fund Source	Program/Activity	Total Amount
A	FY 2025 Textbooks and Other	Provision of Supplementary Learning Resources (SLRs) for Public School Libraries and Library Hubs	2,540,977,000
B	Instructional Materials (TBIMs)	Procurement of Remediation Packages for Reading Programs	644,299,000
C		Printing/Production of Learning Resources for the Implementation of the National Learning Camp (NLC)	600,001,000
D		Procurement and Distribution of Ibong Adarna and Florante at Laura for Grade 7 And 8 Learners for School Year 2025-2026	311,969,000

Annex No.	Fund Source	Program/Activity	Total Amount
E		Procurement and Distribution of 2025 Manipulative Materials for Learners with Disabilities	100,000,000
F		Printing/Production of Learning Resources for the Pilot Implementation of the MATATAG Curriculum	39,654,000
G		Series of Activities for the Gawad Teodora Alonso 2025	11,698,000
H		Conduct of Workshops on the Quality Assurance of DepEd-Developed Learning Resources	4,650,000
TOTAL			4,253,248,000

2. The funds for the *Printing/Production of Learning Resources for the Pilot Implementation of the MATATAG Curriculum* are directly released to selected regions to cover the printing and production of Quarters 1 to 4 worksheets and lesson exemplars for Grades 6, 9, and 10 under the pilot implementation.

3. Similarly, the funds for the *Conduct of Workshops on the Quality Assurance of DepEd-Developed Learning Resources (DDLRs)* are directly released to selected regions, which will serve as co-managers in the next batch of regions to be capacitated in ensuring the quality of DDLRs.

4. The Regional Offices (ROs), in coordination with the Schools Division Offices (SDOs), shall determine the corresponding physical targets of their respective allocation. In the event that the RO has determined to further download the funds to the SDOs, the Regional Director (RD), through its planning, finance, and program teams, shall be responsible for determining the most equitable distribution of funds among the SDOs. This is with the exception of procurement activities of Supplementary Learning Resources (SLRs) for school libraries and library hubs where procurement activities shall be at the schools division and regional level, respectively, as provided under DepEd Order No. 24, s. 2023.

5. The utilization of the fund herein shall be in accordance with existing budgeting, accounting, auditing, and procurement laws, rules and regulations.

6. Any excess amount or balance remaining from the funds may be used for other activities and projects under the Textbooks and Other Instructional Materials (TBIMs) program.

7. The ROs and SDOs shall ensure the obligation and disbursement of directly released FY 2025 TBIMs Funds in accordance with the Cash-Based Budgeting System and consistent with the General Provision of the FY 2025 General Appropriation Act (R.A.12116).

8. The ROs are expected to submit an Accomplishment Report (AR) to the Bureau of Learning Resources (BLR) using the template attached as **Attachment 1**.

9. However, for the following activities, the AR must follow the format provided:
 - a. Series of Activities for the Gawad Teodora Alonso 2025 (**Attachment 2**)
 - b. Conduct of Workshops on the Quality Assurance of DepEd-Developed Learning Resources (**Attachment 3**)
10. If the funds are downloaded to SDOs, they shall likewise submit to their RO an AR duly certified by the Division Accountant and approved by the Schools Division Superintendent (SDS). The ROs shall consolidate the submitted ARs and submit a consolidated report to BLR.
11. The AR shall be submitted to BLR through email address blr.od@deped.gov.ph every 30th day of every month following the month the fund has been received by the region and the subsequent months until the said fund has been fully utilized. The BLR shall continuously gather feedback on how the directly released funds are utilized, as well as any challenges in the pilot implementation from their field counterparts.
12. Attached are the guidelines for the aforementioned programs/activities.
13. For queries or clarifications, you may contact the Bureau of Learning Resources at blr.od@deped.gov.ph or via telephone at (02) 8634-1072.
14. For your guidance and strict compliance.

Attachments:

- *Annex A – Provision of Supplementary Learning Resources (SLRs) for Public School Libraries and Library Hubs*
- *Annex B – Procurement of Remediation Packages for Reading Programs*
- *Annex C – Printing/Production of Learning Resources for the Implementation of the National Learning Camp (NLC)*
- *Annex D – Procurement and Distribution of Ibong Adarna and Florante at Laura for Grade 7 And 8 Learners for School Year 2025-2026*
- *Annex E – Procurement and Distribution of 2025 Manipulative Materials for Learners with Disabilities*
- *Annex F – Printing/Production of Learning Resources for the Pilot Implementation of the MATATAG Curriculum*
- *Annex G – Series of Activities for the Gawad Teodora Alonso 2025*
- *Annex H – Conduct of Workshops on the Quality Assurance of DepEd-Developed Learning Resources*