



Republic of the Philippines
Department of Education
Region V – Bicol
SCHOOLS DIVISION OF LIGAO CITY
Ligao City



NOTICE OF MEETING

70926343

To: Learning Resource Management Section (LRMS) Personnel
Supply Office Personnel
Information Technology Officer (ITO)
Administrative Officer II, Paulba Elementary School

Please be informed that a meeting will be held on Monday, July 13, 2026, at 9:00 a.m. at the SDO Library Hub to discuss the streamlining of the distribution of textbooks and other supplementary learning resources, as well as the implementation of the Learning Resource Management Inventory System (LRMIS).

Agenda:

1. Discuss strategies to improve the distribution process of textbooks and supplementary learning resources;
2. Review the current workflow and identify measures to enhance efficiency and accountability;
3. Deliberate on the implementation and utilization of the Learning Resource Management Inventory System (LRMIS); and
4. Agree on the roles, responsibilities, and timelines for the implementation of the streamlined processes.

For your information and guidance.

Noted by:


NYMPHA D. GUEMO
Schools Division Superintendent


TITA V. AGIR
Chief Education Supervisor, CID



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