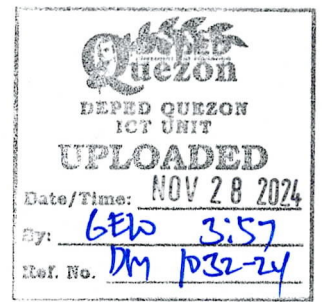




Republic of the Philippines  
**Department of Education**  
 Region IV-A  
 SCHOOLS DIVISION OF QUEZON PROVINCE



28 November 2024

**DIVISION MEMORANDUM**  
 DM No. 1032, s. 2024

**DISTRIBUTION OF TEXTBOOKS FROM THE PROVINCIAL GOVERNMENT OFFICE (PGO)**

**To:** Assistant Schools Division Superintendents  
 Chief (CID and SGOD)  
 Education Program Supervisors and Specialists  
 Public Schools District Supervisors  
 Elementary School Heads  
 Administrative Officer II  
 All Others Concerned

1. This Office informs the field of the distribution of learning resources (textbooks) for Grade 1 (Unang Hakbang sa Pagbasa) and Grade 4 (Expeditions in MAPEH) from the Provincial Government Office (PGO).
2. Hereunder is the list of Learning Resources for distribution, its quantity, and mode of delivery:

Title of Learning Resource	Quantity	Mode of Delivery
Expeditions in MAPEH 4	3,790	Pick-up in SDO Supply Section
Unang Hakbang sa Pagbasa	22,000	

3. The Elementary School Head or an authorized representative is requested to pick up these textbooks not later than December 2024.
4. Districts/Schools that choose not to accept the allocated Learning Resources (LRs) must submit a letter of request accompanied by an inventory of the specified learning resources outlined in this Memorandum, demonstrating a 1:1 pupil-to-LR ratio. Upon verification,

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
 Trunkline #: (042) 784-0366, (042) 784-0164,  
 (042) 784-0391, (042) 784-0321



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the school/district will be excluded as recipients in the upcoming delivery and distribution of the same learning resources, on the assumption that they already have sufficient LRs. Any unclaimed LRs shall be reported to LRM Section for possible distribution to other schools in need or will be retained as buffer stocks.

5. Learning resources allocation per school can be accessed through **<https://tinyurl.com/QuezonLRdistribution>**.
  
6. For queries on the allocation, you may contact EPS Jee-Ann O. Borines at (042) 784-0321 local 175; and Supply Officer II George D. Aguila at (042) 784-0321 local 161 for the delivery and distribution.
  
7. Immediate dissemination of this Memorandum is desired.

  
**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent

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