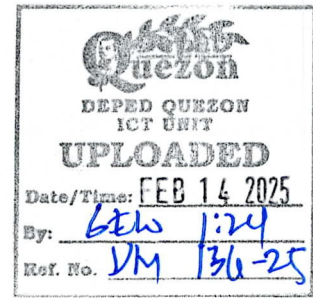




Republic of the Philippines  
**Department of Education**  
 Region IV-A  
 SCHOOLS DIVISION OF QUEZON PROVINCE



12 February 2025

**DIVISION MEMORANDUM**  
 DM No. 136, s. 2025

**PROGRAM SUPPORT FUND FOR THE PRODUCTION OF TRANSITION  
 LEARNING RESOURCES FOR GRADE 1 GMRC, MAKABANSA,  
 LANGUAGE, READING AND LITERACY, MATHEMATICS,  
 and GRADE 4 MUSIC AND ARTS Q4**

**To:** Assistant Schools Division Superintendents  
 Chief (CID and SGOD)  
 Education Program Supervisors and Specialists  
 Public Schools District Supervisors  
 Elementary and Secondary School Heads  
 Administrative Officers II  
 Former Property Custodians and LR Coordinators  
 All Others Concerned

1. This Office, through the CID-Learning Resource Management Section will be downloading another Program Support Fund (PSF) for the production of learning resource below:

GRADE LEVEL	QUARTER	LEARNING AREA
Grade 1	Quarter 4	GMRC MAKABANSA Language
Grade 1	Quarter 4	Mathematics
Grade 4	Quarter 4	Music and Arts

2. The school shall manage the in-house reproduction and distribution of materials based on the current number of learners and teachers in the public schools. The computation is based on 1:1 learner/teacher and LRs ratio. Recognizing that the downloaded funds maybe insufficient due to additional number of learners/teachers, the school's MOOE may be used to supplement the additional learning resources for learners and Lesson Exemplars for teachers.

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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3. The fair computation of the additional program support fund for the production of transition learning resources based on the LRs available and its number of pages can be accessed through <https://tinyurl.com/quezonlrMATATAGQ4Downloading> or scan the QR code below. The utilization of the allocated funds per school shall be in accordance with the existing budgeting, accounting, and auditing rules and regulations.



4. The minimum technical specifications for the reproduction of learning resources indicated in Division Memorandum No. 544, s. 2024 shall be followed and adopted.
5. All reproduced learning resources for the Matatag Curriculum (Quarter 1-4) are **non-consumable** and **must be accounted for** during the year-end inventory or as need arises.
6. For other queries and clarification, you may contact EPS Jee-Ann O. Borines at (042) 784-0321 local 175 or visit SDO Quezon CID-Learning Resource Management Section.
7. For information and guidance of all concerned.

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

lrmjob02122025

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