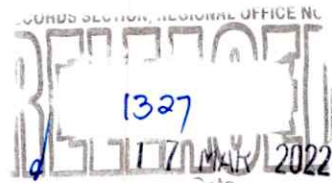




Republic of the Philippines
Department of Education
 REGIONAL OFFICE IX, ZAMBOANGA PENINSULA



Office of the Regional Director

March 16, 2022

Schools Division Superintendents

This Region

Attention: **CID Chief and Division Learning Resource Supervisors**

Dear **Superintendents:**

The Bureau of Learning Resources (BLR) is gathering data for planning purposes on the provision of learning resources. One of the targets is to provide supplementary learning resources (SRs) to school libraries and library hubs.

In this regard, this Office is seeking assistance in harvesting data on the status library hubs in your division by conducting a survey. Attached is the copy of the survey questions to be accomplished. Division LRMS EPS and librarians are given the access for the google drive so the offline reports be also dropped.

We will appreciate receiving the survey responses on or before March 29, 2022. The survey form can be accessed through this link <https://bit.ly/3pT4eMD> .

For any query or clarification, all concerned may contact the Learning Resource Management Section – EPS Sonia Dungog-Gonzales through the email address sonia.gonzales001@deped.gov.ph or at 09482932750 and Librarian II Allan M. Esber at allan.esber@deped.gov.ph or at 09491059150.

Thank you in anticipation of your positive response to this request and for your continuous support to all our activities.

Truly yours,


DR. RUTH L. FUENTES, CESO IV
 Regional Director 

ORD-CLMD-LRMS-RL-2022-026
 /SDG



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CERTIFICATE NO.
 CP000499Q

LIBRARY HUB COLLECTION STATUS SURVEY

Section 1: Profile

Region

School's Division Office

Name and Address of the Library Hub:

Contact Number of the Person In-Charge:

What is your Hub's Recipient Batch Number (DepEd Central Office Delivery of Reading Materials)?

Batch 1 (SY 2004-2006)

Batch 2 (SY 2006-2007)

Batch 3 (SY 2007-2008)

Batch 4 (SY 2008-2009)

Batch 5 (SY 2010-2011)

Batch 6 (SY 2011-2012)

What is your Hub's present operation status?

Fully Operational

Partially Operational

Not Operational

If **partially operational**, please provide reasons why the Hub cannot operate fully.

If **not operational**, please provide reasons why the Hub is not operational.

Section 2: Collection Status of Centrally Procured Reading Materials

1. How many centrally procured Big Books are currently in your collection?
2. How many centrally procured Small Books are currently in your collection?
3. How many centrally procured other reading materials are currently in your collection?

Section 3: Inventory of Centrally Procured Reading Materials

4. How often do you conduct an inventory of the centrally procured reading materials? Please tick all that apply.

- 1st Semester Break
- 2nd Semester Break
- Summer Break
- Never

5. Are lost centrally procured reading materials properly documented?

- Yes, by accomplishing a form duly signed by the Hub in-charge, supply officer, SDO LR supervisor and noted by the Schools Division Superintendent
- Yes, by accomplishing a form duly signed by the Hub in-charge, Supply officer and noted by the SDO LR supervisor
- Yes, by accomplishing a form duly signed by the Hub in-charge and noted by the supply officer
- Yes, by accomplishing a form duly signed by the Hub in-charge alone
- No documentation

6. What are your guidelines for the borrowed and lost centrally procured reading materials?

7. What are your guidelines for the borrowed and damaged centrally procured reading materials?

Section 4: Other Sources of Library Hub Reading Materials

8. Aside from DepEd Central Office as source of reading materials, does your Hub receive reading materials from other sources?

- Yes No

9. If **yes**, please identify other sources that provide your Hub with reading materials.

10. Does your hub have an existing guideline in receiving donations?

- Yes No

11. If **yes**, are the following considerations included in your Hub's guideline in receiving donations? Please tick all that apply.

- Recency of the copyright year
- Minimum number of copies
- Physical condition of the reading materials
- Other: _____

12. If **yes**, how many copies in average for each title of the reading materials does your hub receive?

- 1 copy only
- 2 to 5 copies
- 6 to 10 copies
- 11 to 15 copies
- 16 to 20 copies
- 21 copies or more