

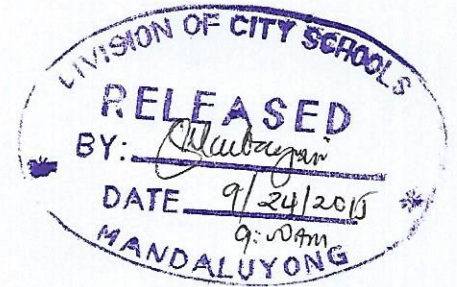


Republic of the Philippines  
Department of Education  
National Capital Region  
**SCHOOLS DIVISION OFFICE**  
City of Mandaluyong

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Date : September 23, 2015  
Memorandum To : Chief Education Supervisors (SGOD & CID)  
SGOD and CID Officials  
Education Program Supervisors  
Public Elementary and Secondary Schools  
Administrative Officer V  
Division Section Chiefs  
Non-Teaching Personnel




Subject : **ESTABLISHMENT OF DIVISION LEARNING AND RESEARCH CENTER**

Attached is a letter from Mr. Caixto N. Camangeg, Librarian II, Division Library Hub re: ***"Establishment of Division Learning and Research Center"***, for information of all concerned.

This Office requested all teaching and non-teaching personnel who have research outputs to submit these to Mr. Calixto N. Camangeg, Librarian II or Mrs. Menchie DC. Kubayashi, Administrative Officer IV–Personnel for reference.

Rest assured that all the research output deposited in the Division Library Hub will be taken care of to the fullest.

Immediate and wide dissemination of this **Memorandum** is desired.

  
**NERISSA L. LOSARIA, CESO VI**  
Officer-in-Charge

Office of the Schools Division Superintendent



Republic of the Philippines  
Department of Education  
National Capital Region



**DIVISION LIBRARY HUB**  
City of Mandaluyong

**DR. NERISSA L. LOSARIA**  
Officer In-Charge  
Office of the Schools Division Superintendent

August 24, 2015

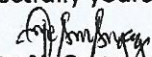
Dear Madam,

Most institutions now have repositories to store and make available institutional assets such as research papers and theses. With this, I would like to request from your ever supportive office to please allow us to establish a **Division Learning and Research Center** within the Library Hub to deposit all the research output (theses and dissertations) of our educators and making it routine for our educators to deposit their outputs in the hub to serve as valuable resources to our DepEd family researchers. These works are accessible to all educators who are working on their research /theses writing. I will assure the Division office that all the research work deposited in the hub will be taken cared to the fullest.

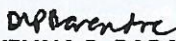
Access to high-quality content remains crucial to research, and its value is recognized by researchers, educators and librarians alike. Therefore, library hub will dedicate an area providing a better environment for our researchers who depend on the library and its contents.

Your kind consideration on this request is highly appreciated. Thank you.


Respectfully yours,

  
**Calixto N. Camarogeg**  
Librarian – Division Library Hub

Recommended by:

  
**DR. EVELINA P. BARANDOC**  
Chief Supervisor – CID

APPROVED BY:

  
**DR. NERISSA L. LOSARIA, CESO VI**  
Officer In-Charge  
Office of the Schools Division Superintendent

5819

DIVISION OF CITY SCHOOLS	
<b>RECEIVED</b>	
By: <u>bc</u>	
Date: <u>28 AUG 2015</u>	
Time: <u>7:59 am</u>	
MANDALUYONG	

## ***BUILDING A DIVISION LEARNING AND RESEARCH CENTER***

### **Background**

This is a proposal to establish the **Division Learning and Research Center** at the Divisions Library Hub managed by an embedded Library and Information staff.

The proposed **Division Learning Research Center** is designed to support an access to learning, teaching and professional development resources among DepEd employees. This will be a collaborative work involving Supervisors, School Heads, Department Heads and faculty members in the Division of Mandaluyong.

There is a need throughout the Division of Mandaluyong City, among community and school-based programs, for an action-oriented research and evaluation approach in preparation for the senior high school to improve program implementation and to assess program impact.

As a response to the needs, the setting up of a research and information center to supply the following infrastructures and services to the DepEd family.

a. Following "educational files"

Preparation and supply of information relevant to the proposed Research topic, collecting and "packaging" it as available information to accompany the research process, while providing tools to locate and collect comparative and complementary information and other data bases.

b. Preparation of "subject files"

The creation of access and processing tools for information available in academic and media electronic databases;

c. Information services

Assistance to DepEd family in the location of information and the provision of data retrieval and the location of information, including the Internet, databases etc.

d. Promoting information as a resource

Familiarize the use of information system, taking initiative to promote and strengthen the DLRC as a central institution for research and information in the Division.

## **General Objectives**

To inform educational development practices and policies, through action and investigative research activities, thereby promoting educational improvement resulting in teacher and students optimal development and high levels of achievement and accomplishments.

## **Specific Objectives:**

1. To contribute to knowledge which will help to improve teaching and learning in schools, the development of lifelong learning skills in public schools and communities.
2. Free access to a comprehensive body of research work for scholars and educators for computational research purposes.
3. To bring to the fore the vibrant and robust research that was being conducted by educators in the division as well as encourage faculty who had not published to publish their research work.