



Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF BATAAN

March 24, 2023

**DIVISION MEMORANDUM**

No. 106 s. 2023

**CONDUCT OF DISTRICT HOUSEKEEPING OF LEARNING RESOURCE (LR) PORTAL  
MEMBERSHIP ALIGNED WITH THE DEPED MATATAG AGENDA**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
All Concerned Elementary and Junior High School Principals

1. In line with the Division Memorandum No. 093, s.2023, the Schools Division of Bataan, through the Curriculum Implementation Division (CID) and the Learning Resources Management and Development Section (LRMDS) necessitates the conduct of **District Housekeeping of Learning Resource (LR) Portal Membership Aligned with the DepEd MATATAG Agenda** between **March 27 to March 31, 2023**, with at least 3 days or more duration.
2. This activity aims to:
  - o update member information, such as their contact details, school/station, and preferences to ensure accurate and up-to-date data
  - o keep the portal and its data secured.
  - o monitor access logs and implement security measures to prevent unauthorized access.
3. The District LRMDS Coordinators in charge of elementary and secondary schools shall coordinate with the school principals and school LR Coordinators to ensure the success of this activity.
4. Meals and Snacks of all the participants may be charged against the School MOOE or Local Fund subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of and compliance of this Memorandum is desired.

  
**ROLAND M. FRONDA, EdD, CESO VI**  
JOIC- Schools Division Superintendent

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*"We Mould Heroes"*

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CSC PRIME HRM BRONZE AWARD  
CSC Resolution No. 2013101