



Republic of the Philippines
Department of Education

REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

**Office of the Schools Division
Superintendent**

28 Mar 2023

DIVISION MEMORANDUM
CID No. **042**, s. 2023

ONLINE ENCODING OF LR PORTAL UTILIZATION STATUS REPORT

To: Public Schools District Supervisors/Principals In-Charge
Public Elementary and Secondary Schoolheads
Public Elementary and Secondary School Teachers
School LR Portal Administrators
All Others Concerned

1. In reference to Division Memorandum CID No. 008, s. 2023 on Downloading of Learning Resources from the LR Portal and Submission of Quarterly Reports, wherein teachers are enjoined to register in the LR Portal, access it, and download quality-assured teaching, learning, and professional development materials.
2. Anent this, all School LR Portal Administrators shall encode their report on LR Portal utilization in the online form through this link, bit.ly/LRPortal-USR on or before April 17, 2023.
3. This aims to:
 - a. determine the number of teachers and school heads registered in the LR Portal; and
 - b. know the number of registered users utilizing the LR Portal.
4. The following are the data to be encoded:
 - a. Number of permanent personnel (teachers and school head) in school;
 - b. Number of permanent personnel registered in the LR Portal;
 - c. Number of permanent personnel registered in the LR Portal without downloaded LRs;
 - d. Number of permanent personnel registered in the LR Portal with a download of 1 to 10 LRs;
 - e. Number of permanent personnel registered in the LR Portal with a download of 11 and above LRs;
 - f. Number of local paid teachers in school;
 - g. Number of local paid teachers registered in the LR Portal;
 - h. Number of local paid teachers without downloaded LRs;
 - i. Number of local paid teachers with downloaded LRs;
 - j. Number of teachers registered with an active DepEd email account;
 - k. Number of teachers registered with an active personal email account;

SDOSC-OSDS-DIO-NM-v3.0r0.0, effective 04/06/2020




Address: Alunan Avenue, Koronadal City, South Cotabato 9506
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1. Number of teachers with an inactive account; and
 - m. Number of teachers registered with duplicate/multiple accounts.
5. For any inquiries and clarifications, personnel concerned are advised to contact Leomel B. Ledda, PDO 2-LRMS at telephone no. 228-1549 or at Messenger.
6. Immediate dissemination of this memorandum is directed.


RUTH L. ESTACIO PhD, CESO VI
Schools Division Superintendent

Encl.: As stated

Reference: DM CID No. 008, s. 2023

To be indicated in the Perpetual Index
under the following subjects:

LEARNING RESOURCES

LBL/DM- online encoding of LR Portal utilization status report
0000/March 28, 2023

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