



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF ANGELES CITY

July 20, 2026

DIVISION MEMORANDUM

No. 285 s. 2026

**DIVISION ONLINE ORIENTATION ON THE REGISTRATION AND UTILIZATION
OF THE LEARNING RESOURCE MANAGEMENT INFORMATION SYSTEM
(LRMIS) AND INVENTORY OF TEXTBOOKS AND TEACHER'S MANUAL**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
School LRMIS Composite Team
All Others Concerned

1. Pursuant to Regional Memorandum No. 230, s. 2026 titled "Regional, Division, and School Arrangements for the National and Phased Rollout of the Learning Resource Management System (LRMIS) and Regional Real-Time Inventory of Textbooks and Teacher's Manuals," this Office, through the Curriculum Implementation Division - Learning Resource Management Section (CID-LRMS), shall conduct a **Division Online Orientation on the said issuance on July 21, 2026, via MS Teams from 3:00 PM to 5:00 PM.**
2. The orientation aims to guide school personnel on LRMIS account creation, system roles, and *the* encoding guidelines for instructional resources.
3. The designated School Composite Team required to attend this virtual activity shall consist of the following personnel:
 - o School Principal / School Head
 - o Administrative Officer (AO)
 - o Property Custodian
 - o Information Technology (IT) Coordinator
 - o School Librarian
4. If any specified personnel are unavailable, School Heads are given the prerogative to designate alternate personnel to register and assume the roles in the LRMIS.
5. All identified school personnel are directed to register and create their accounts through the official LRMIS portal at <https://lrmis.deped.gov.ph/> within July 2026. To prevent system lag or server downtime, completion within the earliest possible timeframe is highly encouraged.



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5. Ahead of the orientation, participants may access and review the orientation PowerPoint slide decks, instructional videos, and reference manuals found on the LRMIS welcome page under the **User's Manual** menu/tab.
6. Furthermore, please be reminded that the Regional Inventory of Textbooks (TXs) and Teacher's Manuals (TMs) will officially shift to the LRMIS facility beginning August 2026, focusing initially on resources delivered from 2024 to the present. In the interim, all schools are directed to continue encoding their actual delivered TXs and TMs using the Regional inventory templates at <https://tinyurl.com/R3-TXS-TMS-INVENTORY> until **July 31, 2026**, reflecting data as of the same date.
7. The MS Teams link for the online orientation will be shared with the Public Schools District Supervisors (PSDSvrs) and School Heads via official communication channels before the scheduled date.
8. Immediate and wide dissemination of this Memorandum is earnestly desired


ENGR. EDGARD C. DOMINGO, PhD, CESO V
Schools Division Superintendent 

Encl: As Stated
To be indicated in the Perpetual Index
under the following subject

LEARNING RESOURCES LRMIS
HNG/EPSvrLRMS/ July 20, 2026