Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF PAMPANGA

September 29, 2026

DIVISION MEMORANDUM
No. 581, s. 2026

PRE-REGISTRATION OF DESIGNATED SCHOOL PERSONNEL FOR THE LEARNING RESOURCE MANAGEMENT INFORMATION SYSTEM (LRMIS)

To: Assistant Schools Division Superintendents
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. In compliance with DepEd Memorandum DM-OULS-2026-262, titled "National Implementation and Phased Rollout of the Learning Resource Management Information System (LRMIS)," the Schools Division Office of Pampanga shall conduct the pre-registration of designated personnel from all public schools in the Division for the initial onboarding and implementation of the LRMIS.

2. The LRMIS is intended to provide a centralized system for the registration, cataloging, distribution, monitoring, and utilization of learning resources across schools nationwide. As part of the phased implementation, schools are required to identify and register designated personnel who will be responsible for the school's LRMIS-related activities.

3. For the Division pre-registration, each school is requested to accomplish the designated LRMIS Pre-Registration Form through the link provided by the LRMDS. The information collected shall be used by the Division for the validation, consolidation, and preparation of the school personnel roster for the succeeding LRMIS onboarding and system registration activities.

4. The following personnel shall be identified by each school for the pre-registration:
   a. School Principal/School Head
   b. School Librarian/Library-in-Charge
   c. Property Custodian
   d. ICT Coordinator
   e. Administrative Officer II, where applicable, who may be designated as the School LRMIS Coordinator

5. Schools are advised to ensure that the information provided is complete, accurate, and updated, particularly the names, official designation, active contact number, and official DepEd email address of the designated personnel.

6. The School Principal/School Head shall ensure the proper identification of the designated personnel and the accuracy of the information submitted by the school.

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7. The pre-registration shall be accomplished on or before October 8, 2026 through the following link:

https://tinyurl.com/PampLRMISPreRegistrationForm

8. The pre-registration conducted by the Division does not yet constitute the official registration or account creation in the national LRMIS Portal. It shall serve as the Division's initial data-gathering and validation mechanism in preparation for the succeeding phases of the LRMIS implementation.

9. All Public Schools District Supervisors and School Heads are requested to disseminate this Memorandum and ensure the timely compliance of all concerned schools.

10. For inquiries and clarifications, concerned personnel may coordinate with the Learning Resource Management and Development Section (LRMDS), Curriculum Implementation Division, Schools Division Office of Pampanga.

11. Immediate and wide dissemination of this Memorandum is earnestly desired.

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Schools Division Superintendent

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