

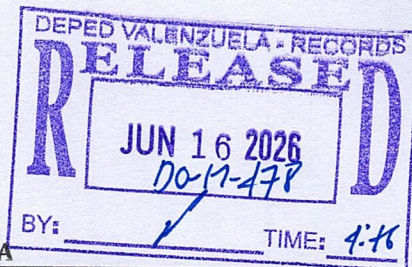
DepEd ICT Unit

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Control no.: 26PUB599



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF CITY OF VALENZUELA



DIVISION MEMORANDUM

No. 0483, s. 2026

**SUB-ALLOTMENT RELEASE ORDER (SUB-ARO) FOR
BASIC EDUCATION CURRICULUM**

To : School Heads
Person in-charge

1. Attached are the Sub-Aro Nos. RO-NCR-26-00706, RO-NCR-26-00690 and RO-NCR-26-00643 to cover payment for the production , reproduction and distribution of assessment materials for PHIL-IRI, RMA and CRLA.
2. To facilitate the downloading of funds, please submit to the Budget Office c/o Ms. Lani D. Agmata the Supplemental APP and PPMP , all subject to the usual accounting, auditing rules and regulations.
3. Deadline of submission in paragraph 2 is effective immediately.
4. Attach is the list of schools with amount for your reference.
5. For immediate dissemination and compliance.

NOEL D. BAGA

Schools Division Superintendent

Encl. :

Reference: 2026 SubAro

To be indicated in the Perpetual Index
Under the following subjects:
Budget
June 16, 2026



Address: Pio Valenzuela St., Marulas, Valenzuela City
Telephone Nos.: (02) 8293-4507, 8277-4648, 8291-0873, 8277-3439
Email Address: sdovalenzuela@deped.gov.ph
Official Website: <https://www.depedvalenzuela.com>





Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF CITY OF VALENZUELA

BUDGET ALLOCATION FOR THE PRINTING AND ADMINISTRATION OF DIAGNOSTIC ASSESSMENTS

SCHOOL NAME	CRLA ENGLISH	CRLA FILIPINO	PHIL-IRI	RMA	TOTAL
ANDRES FERNANDO ELEMENTARY SCHOOL	₱3,164.40	₱8,964.13	₱8,570.09	₱21,172.67	₱41,871.30
ARCADIO F. DEATO ELEMENTARY SCHOOL	₱1,517.31	₱4,691.70	₱4,819.58	₱11,511.79	₱22,540.39
COLOONG ELEMENTARY SCHOOL	₱1,337.63	₱4,372.26	₱4,013.40	₱10,112.32	₱19,835.61
ISLA ELEMENTARY SCHOOL	₱808.57	₱2,465.64	₱2,173.19	₱5,586.61	₱11,034.00
LUIS FRANCISCO ELEMENTARY SCHOOL	₱3,194.35	₱8,524.91	₱7,483.50	₱19,276.61	₱38,479.37
P.R. SAN DIEGO ES	₱1,926.59	₱5,849.65	₱5,152.57	₱13,249.85	₱26,178.66
PALTOK ELEMENTARY SCHOOL	₱1,098.06	₱3,184.36	₱2,576.29	₱6,918.36	₱13,777.07
PASOLO ELEMENTARY SCHOOL	₱2,196.11	₱6,199.03	₱5,196.39	₱13,701.29	₱27,292.82
PIO VALENZUELA ELEMENTARY SCHOOL	₱3,354.06	₱9,363.43	₱9,034.53	₱22,222.28	₱43,974.30
RINCON ELEMENTARY SCHOOL	₱1,058.13	₱3,294.17	₱2,734.02	₱7,245.66	₱14,331.97
TAGALAG ELEMENTARY SCHOOL	₱459.19	₱1,517.31	₱1,463.40	₱3,600.26	₱7,040.16
WAWANGPULO ELEMENTARY SCHOOL	₱1,487.37	₱4,781.54	₱3,952.06	₱10,496.05	₱20,717.01
APOLONIO CASIMIRO FAUSTINO	₱728.71	₱2,435.69	₱2,287.11	₱5,699.47	₱11,150.98
CANUMAY EAST ELEMENTARY SCHOOL	₱2,146.20	₱6,328.80	₱5,985.05	₱14,863.76	₱29,323.80

CANUMAY WEST ELEMENTARY SCHOOL	₱3,453.89	₱10,351.68	₱9,735.56	₱24,242.48	₱47,783.61
DALANDANAN ELEMENTARY SCHOOL	₱968.29	₱2,854.95	₱2,690.20	₱6,692.64	₱13,206.08
DISIPLINA VILLAGE ELEMENTARY SCHOOL	₱4,142.67	₱12,078.62	₱10,489.16	₱27,165.58	₱53,876.03
LAWANG BATO ELEMENTARY SCHOOL	₱3,513.78	₱10,750.97	₱9,928.34	₱24,942.22	₱49,135.31
LINGUNAN ELEMENTARY SCHOOL	₱4,372.26	₱11,859.01	₱11,312.87	₱27,978.17	₱55,522.32
MALINTA ELEMENTARY SCHOOL	₱6,438.60	₱19,974.65	₱16,842.25	₱44,275.26	₱87,530.77
PINALAGAD ELEMENTARY SCHOOL	₱1,726.94	₱5,410.42	₱3,960.82	₱11,218.36	₱22,316.54
PUNTURIN ELEMENTARY SCHOOL	₱3,384.01	₱10,241.87	₱8,123.19	₱22,041.70	₱43,790.77
ROBERTA DE JESUS ES	₱6,778.00	₱19,325.80	₱18,989.16	₱46,306.76	₱91,399.71
APOLONIA F. RAFAEL ES	₱3,813.25	₱10,122.09	₱10,033.49	₱24,366.63	₱48,335.46
PIO CARREON EXT	₱1,068.11	₱3,883.13	₱2,585.05	₱7,719.67	₱15,255.96
ANDRES MARIANO ES	₱2,515.55	₱7,915.99	₱7,141.75	₱18,148.01	₱35,721.29
PEDRO SANTIAGO ES	₱948.32	₱2,345.85	₱1,463.40	₱4,537.00	₱9,294.57
ANTONIO M. SERAPIO ES	₱4,372.26	₱12,228.36	₱10,121.12	₱26,860.85	₱53,582.60
GEN.T. DE LEON ELEMENTARY SCHOOL	₱5,719.88	₱16,700.44	₱15,448.95	₱38,778.95	₱76,648.22
MAYSAN ELEMENTARY SCHOOL	₱2,655.30	₱7,995.85	₱7,290.71	₱18,430.16	₱36,372.02
PARADA ELEMENTARY SCHOOL	₱3,054.59	₱8,614.75	₱8,035.56	₱20,089.21	₱39,794.11
PASO DE BLAS ES	₱1,497.35	₱3,663.52	₱3,058.24	₱8,080.83	₱16,299.94
SANTIAGO A. DE GUZMAN ELEMENTARY SCHOOL	₱2,745.14	₱7,676.41	₱6,887.62	₱17,549.84	₱34,859.02
SANTOS ENCARNACION ES	₱578.98	₱1,687.01	₱1,340.72	₱3,634.12	₱7,240.83
SILVESTRE LAZARO ELEMENTARY SCHOOL	₱6,099.21	₱17,469.08	₱15,273.70	₱39,422.25	₱78,264.23
SITIO STO. ROSARIO ES	₱1,048.14	₱3,214.31	₱2,532.47	₱6,895.79	₱13,690.72

BITIK ELEMENTARY SCHOOL	₱1,307.69	₱3,413.96	₱3,408.76	₱8,250.12	₱16,380.52
CARUHATAN EAST ELEMENTARY SCHOOL	₱3,264.22	₱8,045.76	₱7,211.85	₱18,385.01	₱36,906.84
IGNACIO DOON EXT	₱379.33	₱1,217.84	₱806.18	₱2,415.22	₱4,818.58
CARUHATAN WEST ELEMENTARY SCHOOL	₱1,577.21	₱4,322.35	₱4,206.18	₱10,304.18	₱20,409.92
CONSTANTINO ELEMENTARY SCHOOL	₱1,048.14	₱2,934.81	₱2,690.20	₱6,782.93	₱13,456.08
MARULAS CENTRAL SCHOOL	₱2,894.88	₱8,425.09	₱8,140.71	₱20,010.21	₱39,470.89
SAN MIGUEL HEIGHTS ELEMENTARY SCHOOL	₱1,467.40	₱4,302.39	₱3,364.94	₱9,198.15	₱18,332.88
SERRANO ELEMENTARY SCHOOL	₱1,387.54	₱3,493.82	₱3,084.53	₱7,922.82	₱15,888.72
ARKONG BATO NATIONAL HIGH SCHOOL			₱7,474.73	₱10,721.77	₱18,196.50
BIGNAY NATIONAL HIGH SCHOOL			₱23,948.94	₱34,377.38	₱58,326.32
CANUMAY EAST NATIONAL HIGH SCHOOL			₱8,999.48	₱11,590.80	₱20,590.27
CANUMAY WEST NATIONAL HIGH SCHOOL			₱12,434.52	₱16,014.94	₱28,449.46
DALANDANAN NATIONAL HIGH SCHOOL			₱14,178.34	₱25,111.51	₱39,289.85
DISIPLINA VILLAGE - BIGNAY NHS			₱12,732.46	₱16,398.66	₱29,131.12
LAWANG BATO NATIONAL HIGH SCHOOL			₱19,523.69	₱28,960.06	₱48,483.75
LINGUNAN NATIONAL HIGH SCHOOL/SENIOR HS			₱13,906.69	₱17,911.00	₱31,817.68
MALINTA NATIONAL HIGH SCHOOL			₱31,195.84	₱49,071.84	₱80,267.69
MALANDAY NATIONAL HIGH SCHOOL			₱12,478.34	₱17,312.84	₱29,791.17
POLO NATIONAL HIGH SCHOOL			₱25,473.68	₱43,090.23	₱68,563.91
PUNTURIN SENIOR HIGH SCHOOL			₱0.00	₱14,152.74	₱14,152.74
VALENZUELA CITY SCHOOL OF MATHEMATICS & SCIENCE			₱6,195.35	₱11,376.36	₱17,571.72
VEINTE REALES NATIONAL HIGH SCHOOL			₱8,438.65	₱10,868.49	₱19,307.14

VICENTE P. TRINIDAD NATIONAL HIGH SCHOOL			₱10,164.94	₱20,190.78	₱30,355.72
WAWANG PULO NATIONAL HIGH SCHOOL			₱6,580.92	₱10,304.18	₱16,885.11
BAGBAGUIN NATIONAL HIGH SCHOOL			₱11,829.88	₱15,236.20	₱27,066.08
CARUHATAN NATIONAL HIGH SCHOOL			₱10,857.21	₱15,631.21	₱26,488.42
GENERAL TIBURCIO DE LEON NHS			₱39,310.27	₱59,455.03	₱98,765.30
JUSTICE ELIEZER R. DELOS SANTOS NHS and UGONG SENIOR HIGH			₱7,220.61	₱9,988.17	₱17,208.79
MAPULANG LUPA NATIONAL HIGH SCHOOL			₱8,438.65	₱11,985.81	₱20,424.46
MAYSAN NATIONAL HIGH SCHOOL			₱10,988.65	₱14,987.90	₱25,976.55
SITIO EXTENSION			₱2,006.70	₱2,584.51	₱4,591.21
PARADA NATIONAL HIGH SCHOOL			₱9,297.41	₱13,159.56	₱22,456.97
PASO DE BLAS NHS / SHS			₱13,959.26	₱22,854.30	₱36,813.56
SITERO FRANCISCO MEMORIAL NATIONAL HIGH SCHOOL			₱22,941.21	₱37,582.62	₱60,523.84
VALENZUELA NATIONAL HIGH SCHOOL			₱28,873.68	₱49,195.99	₱78,069.67
	₱108,697.62	₱314,493.38	₱661,089.00	₱1,308,417.00	₱2,392,697.00

Prepared:

DANICA JOY B. DELORINO
Project Development Officer II

MYRON WILLIE III B. ROQUE
Education Program Supervisor - LRMS

Reviewed:

FILMORE R. CABALLERO
Chief Education Supervisor
Curriculum Implementation Division

Recommending Approval:

ERNEST JOSEPH C. CABRERA
OIC – Assistant Schools Division
Superintendent

Approved:

NOEL D. BAGANO
Schools Division Superintendent



Address: Pio Valenzuela St., Marulas, Valenzuela City
Telephone Nos.: (02) 8293-4507, 8277-4648, 8291-0873, 8277-3439
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Republic of the Philippines
DEPARTMENT OF EDUCATION
Regional Office - NCR
SUB-ALLOTMENT RELEASE ORDER

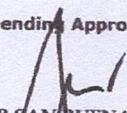
PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: PPA302 310100100003000 - Current Appropriations Basic Education Curriculum		REFERENCE: FY 2026 GAAAO dated 02/01/2026	SUB-ALLOTMENT RELEASE ORDER NO. RO-NCR-26-00706
FUND CODE: 01101101		LEGAL BASIS: FY 2026 General Appropriations Act Republic Act (R.A.) No. 12314	DATE: 04-Jun-26
ORGANIZATION CODE: 070010300013		FISCAL YEAR: FY 2026	
PURPOSE: <i>To cover payment for the production, reproduction, and distribution of assessment materials for the Philippine Informal Reading Inventory (Phil-IRI) for key stages 2 and 3, under Rebluc Act No. 12028, also known as Academic Recovery and Accessible Learning (ARAL) act.</i>			
To: The Schools Division Superintendent Schools Division of Valenzuela National Capital Region (NCR) 070010813016			Region : <u>NCR</u>
PARTICULARS		ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Training Expenses		MOOE 5020201002	661,089.00
AMOUNT IN WORDS: *** Six Hundred Sixty One Thousand Eighty Nine Pesos Only ***			Total: <u>661,089.00</u>
NOTE: The MOOE or CO allotment herein sub-alloted are valid for obligation until December 31, 2027.			

The above sub-allotments have been made available for expenditures of the Region/ Division/ School. It is your primary responsibility to keep expenditures within the limits of the amount sub-allotted. Pursuant to Section 41, Book VI of Executive Order No. 292, the incurrence of overdrafts is prohibited. Parties responsible for the incurrence of overdrafts shall be held personally liable therefor. It is understood that the allotments herein authorized shall be used solely for the purposes indicated and disbursements therefrom shall be made in accordance with existing budgeting, accounting and auditing rules and regulations.

Certification of Availability of Allotment:


ELAINE RAQUEL L. SANTOS
Admin Officer IV
Finance Division

Recommending Approval:


JOEY B. SAN BUENAVENTURA
Supervising Administrative Officer
Office of the Assistant Secretary for Operations

Approval for Transfer/Downloading of Funds:


JOCELYN DR. ANDAYA
Regional Director, NCR concurrent OIC
Office of the Assistant Secretary for Operations

JUN 09 2026

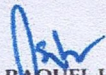


Republic of the Philippines
DEPARTMENT OF EDUCATION
Regional Office - NCR
SUB-ALLOTMENT RELEASE ORDER

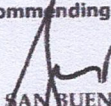
PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: PPA302 310100100003000 - Current Appropriations Basic Education Curriculum		REFERENCE: FY 2026 GAAAO dated 02/01/2026	SUB-ALLOTMENT RELEASE ORDER NO. RO-NCR-26-00690
		LEGAL BASIS: FY 2026 General Appropriations Act Republic Act (R.A.) No. 12314	DATE: 04-Jun-26
FUND CODE: 01101101	ORGANIZATION CODE: 070010300013		FISCAL YEAR: FY 2026
PURPOSE: <i>To cover payment for the production, reproduction, and distribution of assessment materials for the Rapid Mathematics Assessment (RMA) Toolkit for key stages 1 to 3, under Rebluc Act No. 12028, also known as Academic Recovery and Accessible Learning (ARAL) act.</i>			
To: The Schools Division Superintendent Schools Division of Valenzuela National Capital Region (NCR) 070010813016			Region : NCR
PARTICULARS		ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Training Expenses		MOOE 5020201002	1,308,417.00
AMOUNT IN WORDS: *** One Million Three Hundred Eight Thousand Four Hundred Seventeen Pesos Only ***			Total: 1,308,417.00
NOTE: The MOOE or CO allotment herein sub-allotted are valid for obligation until December 31, 2027.			

The above sub-allotments have been made available for expenditures of the Region/ Division/ School. It is your primary responsibility to keep expenditures within the limits of the amount sub-allotted. Pursuant to Section 41, Book VI of Executive Order No. 292, the incurrence of overdrafts is prohibited. Parties responsible for the incurrence of overdrafts shall be held personally liable therefor. It is understood that the allotments herein authorized shall be used solely for the purposes indicated and disbursements therefrom shall be made in accordance with existing budgeting, accounting and auditing rules and regulations.

Certification of Availability of Allotment:


ELAINE RAQUEL L. SANTOS
Admin Officer IV
Finance Division

Recommending Approval:


JOEY B. SAN BUENAVENTURA
Supervising Administrative Officer
OIC, Finance Division

Approval for Transfer/Downloading of Funds:


JOCELYN DR. ANDAYA
Regional Director, NCR concurrent OIC
Office of the Assistant Secretary for Operations

JUN 09 2026

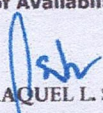


Republic of the Philippines
DEPARTMENT OF EDUCATION
Regional Office - NCR
SUB-ALLOTMENT RELEASE ORDER

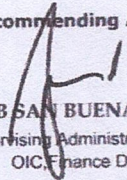
PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: PPA302 310100100003000 - Current Appropriations Basic Education Curriculum		REFERENCE: FY 2026 GAAAO dated 02/01/2026	SUB-ALLOTMENT RELEASE ORDER NO. RO-NCR-26-00643
		LEGAL BASIS: FY 2026 General Appropriations Act Republic Act (R.A.) No. 12314	DATE: 04-Jun-26
FUND CODE: 01101101	ORGANIZATION CODE: 070010300013	FISCAL YEAR: FY 2026	
PURPOSE: <i>To cover payment for the production, reproduction, and distribution of assessment materials for the Comprehensive Rapid Literacy Assessment (CLRA), under Reblcic Act No. 12028, also known as Academic Recovery and Accessible Learning (ARAL) act.</i>			
To: The Schools Division Superintendent Schools Division of Valenzuela National Capital Region (NCR) 070010813016			Region : NCR
PARTICULARS		ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Training Expenses		MOOE 5020201002	423,191.00
AMOUNT IN WORDS: *** Four Hundred Twenty Three Thousand One Hundred Ninety One Pesos Only ***			Total: <u>423,191.00</u>
NOTE: The MOOE or CO allotment herein sub-alloted are valid for obligation until December 31, 2027.			

The above sub-allotments have been made available for expenditures of the Region/ Division/ School. It is your primary responsibility to keep expenditures within the limits of the amount sub-allotted. Pursuant to Section 41, Book VI of Executive Order No. 292, the incurrence of overdrafts is prohibited. Parties responsible for the incurrence of overdrafts shall be held personally liable therefor. It is understood that the allotments herein authorized shall be used solely for the purposes indicated and disbursements therefrom shall be made in accordance with existing budgeting, accounting and auditing rules and regulations.

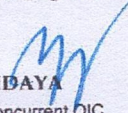
Certification of Availability of Allotment:


ELAINE RAQUEL L. SANTOS
Admin Officer IV
Finance Division

Recommending Approval:


JOEY B. SAN BUENAVENTURA
Supervising Administrative Officer
OIC, Finance Division

Approval for Transfer/Downloading of Funds:


JOCELYN DR. ANDAYA
Regional Director, NCR concurrent OIC
Office of the Assistant Secretary for Operations

JUN 09 2026



Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

MEMORANDUM

DM-LS-2026- 155

TO : **ALL REGIONAL DIRECTORS**
ALL OTHERS CONCERNED

FROM : *Carmela C. Oracion*
CARMELA C. ORACION
Assistant Secretary
Officer-in-Charge
Office of the Undersecretary for Learning Systems

SUBJECT : **GUIDELINES ON THE UTILIZATION OF FUNDS FOR THE
PRINTING AND ADMINISTRATION OF DIAGNOSTIC
ASSESSMENTS**

DATE : March 30, 2026

I. RATIONALE

Republic Act No. 12028, also known as the Academic Recovery and Accessible Learning (ARAL) Act, prioritizes the academic recovery of learners who are struggling in reading and mathematics, addressing a critical gap in foundational literacy and numeracy skills. Evidence from diagnostic and classroom assessments indicates that without timely interventions, these learners risk falling further behind, which can negatively affect their overall learning progression.

To ensure that instruction and interventions are data-driven and targeted, the Department of Education (DepEd) has diagnostic assessment tools—the Comprehensive Rapid Literacy Assessment (CRLA), Philippine Informal Reading Inventory (Phil-IRI), and Rapid Mathematics Assessment (RMA). These tools allow teachers to identify specific learning gaps, group learners according to their needs, and provide focused interventions.

Allocating program support funds for the printing, administration, and orientation of these assessments enables a systematic, consistent, and equitable implementation nationwide. This ensures that resources directly contribute to improving learning outcomes, accelerating recovery, and strengthening the overall effectiveness of the ARAL Program.

II. SCOPE

These guidelines cover the utilization of program support funds for the printing and administration of diagnostic assessments. Specifically, they include the production, reproduction, and distribution of assessment materials for the Comprehensive Rapid Literacy Assessment (CRLA), the Philippine Informal Reading Inventory (Phil-IRI) for Key Stages 2 and 3, and the Rapid Mathematics Assessment (RMA) Toolkit for Key Stages 1 to 3. The guidelines also include the orientation of teachers and tutors to ensure consistent and accurate administration of the assessment tools.



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
Direct Line: (632) 8633-7202/8687-4146 E-mail: ouct@deped.gov.ph



DepEd Philippines



@depedphilippines



@DepEd_PH



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Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

III. DEFINITION OF TERMS

1. **Assessment Materials** – Refers to all components necessary for administering diagnostic assessments, including manuals, teacher and learner booklets, test materials, score sheets, and others.
2. **Orientation Activities** – Structured sessions designed to equip teachers/tutors with knowledge and skills for the effective administration of assessment tools and use of supplementary materials.
3. **Related Expenses** – Expenditures that directly contribute to achieving the objectives of the administration of diagnostic assessments and the ARAL Program.

IV. GENERAL GUIDELINES

These guidelines provide a framework for the efficient and accountable utilization of program support funds for the printing and administration of diagnostic assessments. They are designed to ensure that resources are used systematically to support nationwide implementation, guide teachers in the accurate administration of assessment tools, and facilitate the provision of intervention and supplementary materials to learners who need them most. By following these procedures, Regional Offices (ROs), School Division Offices (SDOs), and schools can maintain transparency, maximize the impact of the allocated funds, and ensure that all activities are aligned with the objectives of the ARAL Program.

1. FUNDING

The DepEd shall allocate funds amounting to **Seven Hundred Twenty-One Million Seven Hundred Eighty-Three Thousand Pesos (Php 721,783,000.00)** to the regions for the Fiscal Year (FY) 2026. These funds will be used for the printing of diagnostic assessment materials and orientation activities.

All eligible expenses shall be charged to the **Basic Education Curriculum (BEC) Funds** under the **General Appropriations Act (GAA) of 2026** (Republic Act No. 12314) and funds directly released to the regions pursuant to the **National Budget Circular No. 599**, entitled “*Guidelines on the Release of Funds for Fiscal Year (FY) 2026*”, subject to existing budgeting, accounting, auditing, and procurement laws, rules, and regulations. The budget allocation for each region is presented in the Annex 1 of this guidelines. The funds herein shall be valid until December 31, 2027 (except for Personnel Services), in accordance with the provisions of the aforementioned GAA and its corresponding National Budget Circular (NBC).

2. PRINTING AND REPRODUCTION OF ASSESSMENT MATERIALS

Assessment materials include the Comprehensive Rapid Literacy Assessment (CRLA) for Grades 1–3, the Philippine Informal Reading Inventory (Phil-IRI) for Key Stages 2 and 3, and the Rapid Mathematics Assessment (RMA) Toolkit for Key Stages 1–3. These materials comprise manuals, teacher and learner booklets, test materials, and score sheets necessary for systematic administration.



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Direct Line: (632) 8633-7202/8687-4146 E-mail: ouct@deped.gov.ph



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Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

ROs shall further download the funds to their respective SDOs and schools to allow them to directly manage the printing and distribution of these materials and the conduct of orientation activities subject to the printing and procurement capacities of these offices. This approach ensures timely and cost-effective implementation at the school level.

3. ORIENTATION ACTIVITIES

Orientation sessions shall be conducted for teachers and tutors to ensure that diagnostic assessments are administered accurately and consistently. These sessions also guide the proper utilization of supplementary materials, including intervention resources, and provide support to teachers in effectively addressing learners' identified gaps.

4. USE OF BALANCES

In the event that amounts remain unutilized or if there are remaining balances, the resulting balance may be utilized by the ROs, SDOs, or Schools for the expenses related to the objective of this issuance. "Related expenses" shall refer to those that contribute to a common particular outcome aligned with the objective of this issuance. For example, remaining program support funds may be utilized for the printing and reproduction of supplementary materials that will be used by the teachers and learners during the intervention sessions. These resources, such as but not limited to teaching-learning plans and learner worksheets, support the teachers/tutors in addressing identified learning gaps and accelerate progress for learners at all performance levels.

5. MONITORING AND REPORTING

To ensure proper monitoring and accountability in the use of program support funds, each Regional Office (RO) shall designate one Regional Supervisor to consolidate all reports on the printing and orientation activities conducted for the diagnostic assessments. The consolidated Accomplishment Report shall be reviewed by the Curriculum and Learning Management Division (CLMD) Chief or their designate and subsequently approved by the Regional Director. A template for this report is provided in *Annex 2* of these guidelines.

Upon completion of the activities, the RO shall submit the approved Accomplishment Report to the Bureau of Learning Delivery (BLD) through email at blld.tld@deped.gov.ph, on or before the end of the fiscal year. The Teaching and Learning Division (TLD) will closely monitor the submission process to ensure timely and complete reporting, thereby facilitating oversight and compliance with program objectives and financial accountability.

Copy furnished:

MALCOLM S. GARMA

Undersecretary for Governance and Operations



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
Direct Line: (632) 8633-7202/8687-4146 E-mail: ouct@deped.gov.ph



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