



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF ABRA

8
2-29

February 1, 2021

DIVISION MEMORANDUM
NO. 038, S. 2021

INCLUSION OF ALTERNATIVE LEARNING SYSTEM (ALS) IN THE SCHOOL BASED MANAGEMENT (SBM) TO CENTRAL SCHOOL PRINCIPALS/ALS PROGRAM MANAGERS

**TO: ASDS, Chief-ES CID / SGOD
AO-V Administrative Officer Personnel
Human Resource Mgt. Officer (HRMO)
Education Program Specialist II for ALS
Public Schools District Supervisors
Elementary / Integrated / Central School Principals
All ALS Implementers Concerned**

1. In compliance to the mandate of Republic Act No. 10533 entitled Enhanced Basic Education Act of 2013 and the 10 point agenda of this administration, DepEd Division Office of Abra (DepED-SDO Abra) issues the herein agreements and local policy on the inclusion of ALS SBM to the Central School Principals/ ALS programs managers.
2. This local policy aims to operationalize the ALS SBM to improve learning in the community learning centers. In the exigency of service, the School Heads are empowered and mandated to administratively supervise ALS teachers. As per virtual meeting with the CID Chief and Schools Division Superintendent, held last January 29, 2021 at 9 o'clock in the morning, the following Agreement and Division Policy are crafted as follows:
 - a. All Plantilla items of Alternative Learning System are Central School-Based, except Tineg which is based in Caganayan ES and Baay-Licuan in Baquero ES.
(Note: ALS Implementers with issues on distance should request for special arrangement with the office and the school head concerned.)
 - b. School heads of ALS SBM are to provide ALS center/corner for the implementers.
 - c. Inclusion of ALS implementers in the instructional supervisory plan / visit of ALS SBM school heads.
 - d. OPCR of School Head of ALS SBM school should reflect the target of ALS implementers.

QM - Page 1 of 2



Address: Actividad-Economia St., Zone 2, Bangued, Abra
Telephone No.: (074)614-6918
Website: <http://www.depedabra.com>
e-mail: abra@deped.gov.ph



ISO 9001:2015 Certified
Quality Management System
CRN 50500994 QM15



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF ABRA

- e. ALS implementers should participate in the school LAC, meetings, conferences, especially on matters generic to basic education.
- f. Inclusion of ALS implementers as regular member of the School Planning Team in the School Improvement Plan (SIP).
- g. School Head of ALS SBM school should sign the Form 48, accomplishment reports and all required reports of ALS implementers who are reporting in the ALS SBM school.
- h. Procurement and finances of ALS would be under the direct management of the Central School Principal.
- i. Daily Time Record (DTR) or Form 48 of ALS implementers attachment includes:

- **Workweek plan with accomplishment** (pandemic period) w/ Certificate of Appearance (CA) (Submit advance copy of Work Week Plan with blank accomplishment **first Monday of the month** and accomplishment every **last working day** of the month.)

- **Itinerary and accomplishment report** (ordinary period) w/ Certificate of Appearance (CA) (Submit advance copy of - Itinerary of Travel **first Monday of the month** and accomplishment report every **last working day** of the Month.)

*(This time of pandemic 2 days office work and 3 days field work is to be arranged by the SH and ALS teacher. While, in the Work Week Plan, indicate **onsite** and time in the DTR if reporting in the school station, and when on travel put **On-field** and write the name of barangay / learning center & location. **Certificate of Appearance** signed by the barangay official or school head in the community should always be attached in DTR's.)*

- j. Instructional supervision by the Public Schools District Supervisors shall continue as mandated.
3. This division local policy is effective immediately.
4. For immediate dissemination and compliance.

GLORIA B. BUYA-AO
Schools Division Superintendent

