



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF BENGUET**  
Wangal, La Trinidad, Benguet 2601

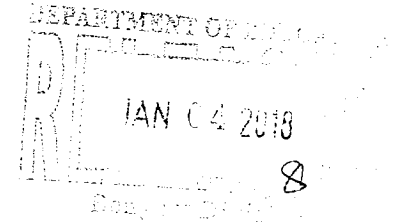


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**DIVISION MEMORANDUM**

No. 01 s. 2018

TO: Chief Education Supervisor – CID  
Education Program Supervisor-ALS  
Public School District Supervisors/Coordinating Principals  
Head of Schools with ALS Program implementation  
Education Program Specialist-II ALS  
Alternative Learning System (ALS) Field Implementers  
This Division



FROM: **MARIE CAROLYN B. VERANO, CESO VI**  
Schools Division Superintendent

DATE: January 4, 2018

SUBJECT: **2018 ALS 1<sup>st</sup> Quarter Meeting and Orientation and  
Literacy Mapping of ALS Target Learners**

1. The 2018 ALS 1<sup>st</sup> Quarter Meeting and Orientation is set on January 8, 2018 – **Monday, 8:00 AM to 5:00 PM** at the 3rd floor Adivay Hall, SDO-Benguet, Wangal, La Trinidad, Benguet.
2. Participants of the said meeting and orientation are the following: 70 contracted Enumerators for Literacy Mapping, 1 Literacy Volunteer, 11 MSB Facilitators, 1 BeNHS BPOSA Manager, 18 ALS MTs, 11 DALSCs, 1 Guidance Counselor, 2 EPS-II (ALS), 1 Accountant, 1 EPS-ALS, 2 SDO Personnel (CID Chief, ASDS/SDS) a total of 119 participants.
3. Agenda are as follows:
  - a. ALS Literacy Mapping
  - b. A&E Test Registration
  - c. A&E Test Administration
  - d. Accomplishment of Reports
  - e. Other related matters
4. Participants are advised to bring the following on the scheduled meeting and orientation: laptop, softcopy of 2013 Regional Literacy Mapping (RLM), updated 2017 4<sup>th</sup> quarter MIS, other reports not yet submitted for CY 2017.
5. Lunch and two snacks for the meeting and orientation shall be borne by the Division Office while transportation and related expenses shall be charged against local/school MOOE funds or other funds available subject to the usual accounting and auditing rules and regulations.
6. The contracted 70 enumerators for the Literacy Mapping Activities 15 working days will start on January 8, 2018 and will end on January 26, 2018.
7. Submission of soft and hardcopy of the Literacy Mapping Summary shall be submitted on or before January 29, 2018 at the Schools Division Office for consolidation and serve as basis for the release of remuneration of the contracted Enumerators.
8. Other related expenses relative to the conduct of Literacy mapping shall be chargeable against any available local funds subject to the usual accounting rules and regulations.
9. ALS Regular Field Implementers/Head of Schools/CPs/PSDSs are directly in charge for the efficient implementation of ALS Literacy Mapping in their own area of responsibility.
10. For information, guidance and widest dissemination to all concerned.