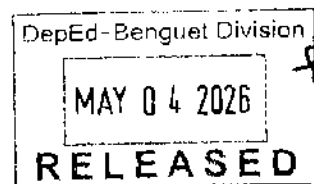




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF BENGUET



04 May 2026

DIVISION MEMORANDUM

No. 153, s 2026

**CONDUCT OF ALTERNATIVE LEARNING SYSTEM (ALS) LITERACY
MAPPING FOR SCHOOL YEAR 2026-2027**

To: CID and SGOD Chiefs

Education Program Supervisor (ALS)

Education Program Specialist II for ALS (EPSA)

Public Schools District Supervisors and Public Districts In-Charge

School Heads

ALS Implementers / Teachers

All Others Concerned

1. Pursuant to DepEd Order No. 001, s. 2026, literacy mapping is a critical preparatory activity to ensure the identification, profiling, and enrollment of potential learners prior to the opening of classes. In this regard, ALS Implementers are directed to conduct literacy mapping in their respective areas to ensure a sufficient learner base for School Year 2026-2027.
2. The conduct of ALS Literacy Mapping shall be undertaken in the month of **May 2026**. All ALS Implementers shall perform community profiling, identification of potential learners, and coordination with barangay officials and other stakeholders.
3. The following are the roles and responsibilities of concerned personnel:
 - a. **Education Program Supervisor (ALS)** – Provide overall supervision, policy direction, and ensure alignment with ALS program implementation;
 - b. **Education Program Specialist II for ALS (EPSA)** – Provide technical assistance; coordinate implementation; support monitoring; assist in consolidation of reports; and develop or draw literacy maps based on the results of literacy mapping;
 - c. **Public Schools District Supervisors / In-Charge** – Monitor the conduct of literacy mapping in their respective districts;



- d. **School Heads** – Provide administrative supervision over ALS Implementers; review and sign Authority to Travel and other necessary documents; ensure timely submission of literacy mapping reports; and endorse requests for Vacation Service Credits (VSC) / Compensatory Overtime Credit (COC) based on actual services rendered;
- e. **ALS Implementers / Teachers** – Conduct literacy mapping and community profiling within their assigned barangays or areas of responsibility; coordinate with barangay officials and stakeholders; and prepare and submit complete and accurate reports.
4. ALS Implementers are required to submit the following using existing ALS forms and prescribed formats:
- Accomplished Literacy Mapping Forms
 - Consolidated List of Identified Learners
 - Narrative Report with photo documentation with a real-time timestamp
 - Request for Vacation Service Credits (VSC) / Compensatory Time-Off (CTO/COC) with supporting documents
 - Reimbursement of documents for authorized expenses
- Submission of all reports and requests shall be made to the **Schools Division Office** on or before the **first week of June 2026**.
5. ALS Implementers involved in the conduct of literacy mapping shall be entitled to Vacation Service Credits (VSC) or Compensatory Overtime Credits (COC), as well as reimbursement of authorized travel and incidental expenses, subject to existing accounting and auditing rules and regulations.
6. Expenses relative to the conduct of this activity shall be charged to available local funds and/or Program Support Funds (PSF), subject to standard auditing rules and regulations.
7. Immediate dissemination of this Memorandum is desired.

CARMEL F. MERIS

Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

For the OIC :


LUCIO B. ALAWAS

Chief Education Supervisor – SGOD
Officer In-Charge
Schools Division of Benguet