



Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**Schools Division of Benguet**

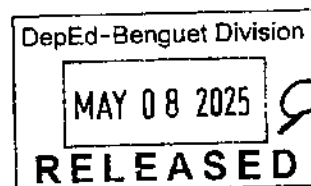
6 May, 2025

**DIVISION MEMORANDUM**

No. 193 s. 2025

**DOWNLOADING AND GUIDELINES ON THE USE OF ALS PSF IN SUPPORT TO  
CLCS CUM IMPLEMENTATION OF "LEARN, CREATE AND EARN" FRAMEWORK**

To: Chief Education Supervisors of CID and SGOD  
Public Schools District Supervisors/District in-Charge  
Concerned School Head  
ALS Teachers  
All Others Concerned



1. This memo provides guidelines on the use of the Program Support Fund (PSF) allocated to the following eight schools as a support to Community Learning Centers cum implementation of Learn, Create and Earn Framework:



| District | School                  | School Head     | ALS Teacher Assigned | Amount     |
|----------|-------------------------|-----------------|----------------------|------------|
| Atok     | Camp 30 ES              | Norman Pablito  | Eldie Pacio          | 26,250.00  |
| Bakun    | Tanas ES                | Ronald Sacyat   | Elsie Akistoy        | 26,250.00  |
| Bokod    | Ambuklao ES             | Emerson Hadsan  | Gina Alumit          | 26,250.00  |
| Kabayan  | Ballay IS               | Ofelia Calpasi  | Edilberta Butangen   | 26,250.00  |
| Kapangan | Lomon ES                | Milagros Bolayo | Ramona Juan          | 26,250.00  |
| Kibungan | Camilo Lucaben          | Sabina Sagayo   | Chester Bolcio       | 26,250.00  |
| Mankayan | Mankayan Central School | Karen Tegan     | Ruthie Cabangcala    | 26,250.00  |
| Tuba     | Miguel Palispis IS      | Minda Pagnas    | Merriam Cadiay       | 26,250.00  |
| Total    |                         |                 |                      | 210,000.00 |

2. The fund must be used for activities that will strengthen learner engagement and help develop practical skills aligned with the ALS curriculum.

3. Schools shall design activities based on the "Learn, Create, and Earn" approach, where learners will:

- 3.1. Learn relevant knowledge and skills,
- 3.2. Create through applied tasks or projects,
- 3.3. Earn or gain tangible benefits from their efforts.

4. Activities must be relevant, feasible within the allocated budget, and must be approved by the School Head before implementation.
5. ALS Teacher assigned must submit an Activity Design and a Purchase Request (PR) to the School Head for approval by June 2025.
6. Activities shall be implemented in July 2025, with completion reports, including financial documentation, due in August 2025.
7. Monitoring and evaluation will be carried out by the ALS Unit, along with concerned Education Program Supervisors (EPS), Public Schools District Supervisors (PSDS), and School Heads.
8. All schools/CLC are expected to comply with these guidelines for the proper use of the PSF.
9. Immediate dissemination and strict compliance with this memorandum are required.

  
**ESTELA P. LEON-CARIÑO EDD, CESO III**  
Regional Director & Concurrent Officer-in-Charge  
Office of the Schools Division Superintendent 

CID/  /md