



Republic of the Philippines  
**Department of Education**  
REGION II – CAGAYAN VALLEY  
SCHOOLS DIVISION OF NUEVA VIZCAYA



2 September 2025

**DIVISION MEMORANDUM**

No. 418, s. 2025

**ACTIVITIES AND TIMELINE OF ACADEMIC RECOVERY AND ACCESSIBLE  
LEARNING (ARAL) READING PROGRAM IMPLEMENTATION**

TO: Assistant Schools Division Superintendent/OIC-CID Chief  
Chief, Schools Governance Operations Division  
Education Program Supervisors  
Public Schools District Supervisors/Districts In-Charge  
Public Secondary/ Elementary School Heads  
All others concerned

1. In line with **RA 12028 (Accessible Recovery and Accessible Learning (ARAL) Law)**, **DO 18, s. 2025 (Implementing Guidelines of the Academic Recovery and Accessible Learning Program)**, and **DM 64, s. 2025 (Implementing Guidelines for the Academic Recovery and Accessible Learning Program in Reading for Key Stages 1 to 3)**, the Schools Division Office (SDO) of Nueva Vizcaya shall implement a series of activities for School Year 2025-2026. These activities, outlined in the ARAL-Reading Implementation Timeline, are designed to ensure the effective and efficient rollout of the Division ARAL-Reading Program.

Activity	Date/Time/Venue	Personnel Involved
1. Staff Orientation Workshop (for the Orientation and Training of Supervisors, School Heads, and Tutors)	September 4, 2025 @ 2:00 PM, CID Office	Division ARAL Focal Persons TWG 10 School Heads (Annex A)
2. Orientation of School Heads on the Implementation of ARAL-Reading Program	September 8, 2025 TBA	Division ARAL Focal Persons TWG 10 School Heads  All <b>School Heads</b> of both elementary and secondary schools (Principals, Head Teachers, and Teachers-in-Charge)
3. Training of Trainers (TOT) for the Teacher-Tutors' Training on the	September 9-10, 2025 TBA	Division ARAL Focal Persons TWG



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Implementation of ARAL-Reading Program		10 School Heads  Selected Trainers from the 23 districts: <ul style="list-style-type: none"><li>- 2 Key Stage 1 Trainers per district</li><li>- 2 Key Stage 2 Trainers per district</li><li>- 2 Trainers from each Secondary School</li><li>- 23 PSDS/DICs</li></ul>
4. District Training of Teacher-Tutors on the Implementation of ARAL-Reading Program	September 11-13, 2025	District Supervisors School Heads Trainers Teacher-Tutors
5. Launching of the SY 2025-2026 ARAL – Reading Program	September 15, 2025 @ the Bayombong Central School SPED Center, 9:00 AM	SDS, ASDS, Chiefs EPS ARAL Focal Persons Bayombong I District  Note: Schools/Districts are encouraged to have their launching in their respective AORs.
6. Downloading of funds for the teachers' orientation and learning resources	September 15-30, 2025	ARAL Focal Persons Accounting, Budget, and Cashier
7. Parents and stakeholders' orientation and conduct of advocacy activities on ARAL-Reading Program	September 11-14, 2025	School heads Teachers Tutors
8. School In-house printing of learning resources	September 11-14, 2025	School Heads Non-Teaching Personnel Teacher-Tutors
9. Monitoring and Evaluation Activities <ul style="list-style-type: none"><li>- Rollout of ARAL-Reading Program Orientation and Training of Teacher-Tutors</li></ul>	September 2025 – June 2026	Education Program Supervisor LRMS PSDS/DICs OSDS SGOD





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<ul style="list-style-type: none"><li>- Reproduction/ Printing of Learning Resources</li><li>- Implementation of ARAL-Reading Program in all schools</li><li>- Utilization of downloaded funds</li></ul>				
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**2. Orientation of School Heads on the Implementation of ARAL-Reading Program.**

An orientation of all Principals, Head Teachers (handling a school), and Teachers-in-charge of both elementary and secondary schools will be conducted on **September 8, 2025**, at a **venue to be announced** in an advisory.

**3. Training of Trainers (TOT) for the Teacher-Tutors' Training on the Implementation of ARAL-Reading Program.**

Each of the **23 districts** shall select and send **two (2) Key Stage 1 Trainers** and **two (2) Key Stage 2 Trainers**. Each secondary school shall send **two (2) Key Stage 3 Trainers**. The trainers shall be joined by the **23 PSDS/DICs** as the lead trainer in each district. It will be held on **September 9-10, 2025** at a **venue to be announced** in an advisory.

**4. District Training of Teacher-Tutors on the Implementation of ARAL-Reading Program**

District Supervisor/District-in-Charge as the ARAL- Reading Program lead trainer, together with the district pool of trainers composed of all school heads and trained teachers, shall organize and conduct the roll-out of the training for all teacher-tutors from **September 11-13, 2025**. The PSDS/DIC shall inform the Office of the CID as to when the two-day roll-out shall be conducted.

Each district shall design its scheme as to how the rollout will be managed. The Division Office will download an amount to each school commensurate to the number of participants in the district training which will be properly liquidated through payroll system.

**5. Launching of the SY 2025-2026 ARAL – Reading Program**

The SDO-Nueva Vizcaya shall launch the ARAL-Reading Program in a fitting ceremony to be held at **Bayombong Central School – SPED Center** on **September 15, 2025 at 9:00 AM**.

Anent this, all districts/schools are encouraged to launch the ARAL-Reading Program in their respective area of responsibility.

**6. Downloading of funds for the teachers' orientation and printing of learning resources**

Funds will be downloaded to schools for the teacher's orientation commensurate to the number of teacher-tutors who would have undergone the ARAL-Reading Program training. Along with this, funds for the reproduction/printing of learning



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resources shall also be downloaded to each school based on the number of ARAL – Reading learners.

Each school shall reproduce and observe 1:1 learner to resource ratio in the printing of the materials.

Schools are advised to start the reproduction of learning materials, preferably Week 1-3 materials, using available funds or through the MOOE fund, to be replenished once the amount for the reproduction of materials is downloaded to the different schools.

Expectedly, all school heads shall follow the prescribed standards in the reproduction of materials without fail, and shall be properly liquidated.

**7. Parents and stakeholders' orientation and conduct of advocacy activities on ARAL-Reading Program**

All schools shall coordinate with their school PTAs to orient the members and advocate ARAL – Reading Program.

**8. Monitoring and Evaluation**

All Education Program Supervisors and PSDS/DICs shall frontline the conduct of M and E activities in all schools of the SDO along the conduct of the ARAL-Reading Program Training of Tutors, printing of learning resources, utilization of downloaded funds, implementation of ARAL-Reading Program, and all other related concerns.

9. Expenses to be incurred during the conduct of the activities shall be charged to the downloaded ARAL funds, while the travel and other expenses related to the attendance of the participants in the named orientation and training shall be charged to the MOOE subject to the auditing and accounting rules and regulations.

10. For information, guidance, and compliance.

**ORLANDO E. MANUEL PhD, CESO V**  
Schools Division Superintendent



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*Annex A. Trainers*

**List of Trainers**

**Trainers**

No.	Name	School
1.	Noemi Bulan	Uddiawan National High School
2.	Luviminda Cordero	Bambang National High School
3.	Alvin Culanag	KNAS
4.	Merlita Padilla	NVGCHS
5.	Joy Salting	Bagabag Central Elementary School
6.	Amherstine Boy Bata	Bambang North Elementary School
7.	Marilyn Serapon	Aritao Central School
8.	Divina Ramel	Almaguer North Elementary School
9.	Rubilita Tallase	Bayombong Central School-SPED Center
10.	Marie Cris Talan	Amballo Resettlement Elementary School

**Chief Trainers**

No.	Name	
1.	Adonis C. Ceperez EdD, CESE	SDO-NV
2.	Dindo John H. Moreno PhD	SDO-NV
3.	Roger S. Sebastian PhD	SDO-NV
4.	Nimfa Norie A. Aquino PhD	SDO-NV
5.	Ronnie B. Bibas EdD	SDO-NV



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