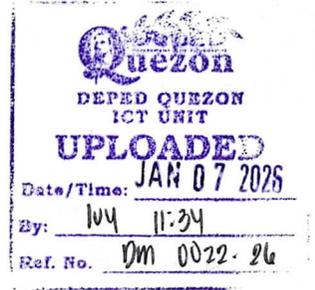




Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE



05 January 2026

DIVISION MEMORANDUM
 DM No. 0022, s. 2026

DIVISION ONLINE ORIENTATION OF SCHOOL HEADS IMPLEMENTERS AND SCHOOL TBTP FOCAL PERSONS OF TARA BASA TUTORING PROGRAM ON ACCOMPLISHING TBTP TEMPLATES AND OTHER DOCUMENTS

To: Assistant Schools Division Superintendents
 Division Chiefs
 Education Program Supervisors
 Public Schools District Supervisors
 Elementary School Heads
 Schools TBTP Focal Persons
 All Others Concerned

1. Relative to the effective and standardized implementation and conduct of **2026 TARA BASA** Tutoring Program for incoming Grade Two Learners under Low and High Emerging Reading Level, SDO-Quezon through CID-IMS and in partnership with the DSWD Region IV-A, an online orientation shall be conducted on January 7, 2026 at 1:00 p.m. via zoom with **Meeting ID:** 859 6312 8996 and **Passcode:** 123456.
2. The activity aims to:
 - a. guide school implementers on the proper use and correct accomplishment of the approved Tara Basa Tutoring Program templates, including the preparation and validation of the List of Learners-Beneficiaries;
 - b. ensure accuracy, consistency, and timely submission of program documents; and
 - c. strengthen compliance with program monitoring and reporting requirements.
3. Participants to this activity are select Public Schools District Supervisors, School Heads implementers and Schools TBTP Focal Persons.
4. The widest and immediate dissemination of this Memorandum is hereby desired.

ROMMEL C. BAUTISTA, CESO V
 Schools Division Superintendent

cid-ims/mdsg/01/05/2026

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
 Trunkline #: (042) 784-0366, (042) 784-0164,
 (042) 784-0391, (042) 784-0321