



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



DEPED QUEZON
RECORDS SECTION

UPLOADED

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By: Michelle De Mesa

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05 June 2026

DIVISION MEMORANDUM

No. 0520, s. 2026

**PROGRAM SUPPORT FUNDS FOR THE REPRODUCTION ACADEMIC RECOVERY
AND ACCESSIBLE LEARNING MATERIALS (ARAL) SUPPLEMENTARY
MATERIALS FOR KEY STAGES 1 and 2**

To: Assistant Schools Division Superintendents
Chief, CID and SGOD
Education Program Supervisors and Specialists
Public Schools District Supervisors
Elementary School Heads
ARAL Coordinators
Non-Teaching Staff
All Others Concerned

1. In reference to Division Memorandum No. 895, s. 2025 dated September 17, 2025 entitled Program Support Fund (PSF) for the Reproduction of Academic Recovery and Accessible Learning (ARAL) Learning Resources for Key Stages 1, 2 and 3, this Office, through the Curriculum Implementation Division–Learning Resource Management Section (CID-LRM) in coordination with the Education Program Supervisor (EPS) In-Charge of ARAL Program, informs the field of the Additional Program Support Funds (PSF) to be downloaded to schools for the reproduction of **Supplementary ARAL Materials** for Key Stages 1 and 2.
2. The ARAL Materials such as flash cards, picture cards, word cards and storybooks to be used and reproduced can be downloaded through DepED Quezon LR SPARK (Quezon Learning Resource Portal) in our Division Website – Resources > Learning Resource > Quezon Learning Resource Portal > Register > iBooQ > Other Online Educational Learning Resource – ARAL Program.
3. The fair computation of the program support fund for the reproduction of ARAL Supplementary Materials can be accessed through tinyurl.com/quezonlrARALdownloading.



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4. PSF to be downloaded to elementary schools shall be used to manage the provisions, printing, reproduction, and delivery of learning resources either through **in-house printing by only non-teaching personnel or volunteers** or through **third-party printing service providers using RA 12009 (New Government Procurement Act)**. The **technical specifications** found in tinyurl.com/quezonlrARALdownloading shall **strictly be followed**.
5. The downloaded PSF shall be utilized strictly based on these guidelines and in accordance with existing budgeting, accounting, auditing and procurement rules and regulations.
6. These additional ARAL funds were sourced from the SARO downloaded in December 2025 and were obligated on or before December 31, 2025 to ensure their utilization prior to the lapse of the appropriation.
7. To ensure effective utilization of these resources, the following shall also be observed:
 - a. Curriculum Implementation Division including School Heads shall monitor the timely reproduction, distribution and utilization of these resources;
 - b. Teachers to integrate into ARAL lesson delivery, remediation, enrichment, and assessment activities the appropriate Supplementary Materials;
 - c. School heads and technical assistance providers to monitor the utilization of learning resources through classroom observations, instructional supervision, and review of lesson plans and learning activity outputs;
 - d. Teachers and learners to provide feedback regarding the relevance, quality, and effectiveness of the learning resources and use the results to improve future reproduction and utilization efforts;
 - e. Schools to document and report the utilization of the reproduced learning resources, including the number of learners served, materials used, and best practices observed during implementation; and
 - f. Property Custodians/ Administrative Officers to ensure the proper storage, maintenance, and reproduction of learning resources to sustain their availability throughout the implementation period.



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8. These Supplementary Materials are **non-consumable** and must be accounted for during the year-end inventory or as the need arises.
9. All provisions of Division Memorandum No. 895, s. 2025, relative to printing, technical specifications, and usability of learning resources, shall remain in full force and in effect.
10. For other queries, you may contact EPS Jaime F. Zara Jr., ARAL Focal Person or EPS Jee-Ann O. Borines, LRM In-Charge at (042) 784-0321 local 110 and 175 respectively.
11. Immediate and strict compliance of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

Irmjob/06052026



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