



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO

DEPARTMENT OF EDUCATION
DIVISION OF DAVAO DE ORO
RECORDS SECTION
RELEASED
By: [Signature]
Date: 07-27-26 Time: 4:17

Office of the Schools Division
Superintendent

July 22, 2026

DIVISION MEMORANDUM
CID-2026- **768**

**AUTHORIZATION TO OFFSET WORKING SCHEDULE FOR ALS TEACHERS
RENDERING SERVICE ON WEEKENDS FOR SY 2026-2027**

To: Public Schools District Supervisors
District Coordinating Principals
School Heads
Division ALS Focal Person
Education Program Specialist II for ALS
ALS Teachers of BLP, A&E Programs, and Senior High Schools
ALS SHS Implementing Schools

1. In recognition of the unique demands of the Alternative Learning System (ALS), particularly the need to reach out-of-school children, youth and adults who are only available during weekends, Teachers handling ALS Classes are hereby authorized to offset their regular working schedules.
2. This memorandum allows ALS Implementers, including ALS-SHS to report and render official duties on Saturdays and/or Sundays, in lieu of the standard weekday work schedule, provided that:
 - a. work schedule adjustment is necessary to meet the needs of learners and maximize attendance in learning sessions;
 - b. total Weekly Work Hours (40 hours) are still rendered, including instruction, administrative work, and learning intervention tasks;
 - c. the adjusted schedule is signed by the following:
 - School Head (*Noted by*)
 - Division ALS Focal (*Checked & Reviewed by*)
 - Chief, Curriculum Implementation Division (*Recommending Approval*)
 - Schools Division Superintendent (*Approved by*)
 - d. a weekly work plan and accomplishment report shall be submitted to support the request for offsetting;
 - e. ALS Teachers shall continue to maintain updated records on learner progress and participation; and
 - f. this flexibility shall not compromise the integrity and quality of the ALS program implementation.
3. This policy is issued in accordance with the principles of flexible scheduling allowed for ALS Implementers under RA 11510 (ALS Act of 2021), recognizing the



Address: Capitol Complex, Brgy. Cabidanan, Nabunturan, Davao de Oro
Contact No.: 0951-387-1728 (TNT); 0999-935-5399 (Smart)
Email Address: davaodeoro@deped.gov.ph
Website: www.deped.ddo.com

Doc. Ref. Code	PAWIM-F-033	Rev	00
Effectivity	09.12.22	Page	1 of 2



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO

**Office of the Schools Division
Superintendent**

non-traditional learning setup of ALS and the need for contextualized service delivery.

4. Moreover, the School Heads, Division ALS Focal Person, and the Education Program Specialist II for ALS shall monitor the implementation of this policy, ensuring that offsetting schedules are properly documented and aligned with the learning needs of the community and program targets.
5. Immediate dissemination of this Memorandum is enjoined.
6. For strict compliance.


PHOEBE GAY L. REFAMONTE, CESO V
Schools Division Superintendent 