



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

REGIONAL MEMORANDUM
No. 620 s. 2025

NOV 12 2025

GUIDELINES IN THE UTILIZATION OF DOWNLOADED PROGRAM SUPPORT FUNDS (PSF) FOR THE PROVISION AND DISTRIBUTION OF ACADEMIC RECOVERY AND ACCESSIBLE LEARNING (ARAL) PROGRAM TEACHING AND LEARNING RESOURCES (LRs) AND DIRECTLY RELEASED FUNDS FOR THE PROCUREMENT OF REMEDIATION PACKAGES FOR READING PROGRAMS

To: Schools Division Superintendents
All Others Concerned

1. Attached is DepEd Memorandum No. DM-OULS-2025-156 titled Guidelines in the Utilization of Downloaded Program Support Funds (PSF) for the Provision and Distribution of Academic Recovery and Accessible Learning (ARAL) Program Teaching and Learning Resources (LRs) and Directly Released Funds for the Procurement of Remediation Packages for Reading Programs.
2. Immediate dissemination of and compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director

Encl.: None
Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

CURRICULUM

FUNDS

PROGRAMS

JEB/CLMD-RM- Guidelines in the Utilization of Downloaded Program Support Funds (PSF) for the Provision and Distribution of Academic Recovery and Accessible Learning (ARAL) Program Teaching and Learning Resources (LRs) and Directly Released Funds for the Procurement of Remediation Packages for Reading Programs
000/November 11, 2025



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Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

MEMORANDUM

DM-OULS-2025-156

TO : REGIONAL DIRECTORS

FROM : CARMELA C. ORACION

Assistant Secretary
Officer-in-Charge

Office of the Undersecretary for Learning Systems

Janir T. Datukan
Assistant Secretary

06 NOV 2025

SUBJECT : GUIDELINES IN THE UTILIZATION OF DOWNLOADED PROGRAM SUPPORT FUNDS (PSF) FOR THE PROVISION AND DISTRIBUTION OF ACADEMIC RECOVERY AND ACCESSIBLE LEARNING (ARAL) PROGRAM TEACHING AND LEARNING RESOURCES (LRs) AND DIRECTLY RELEASED FUNDS FOR THE PROCUREMENT OF REMEDIATION PACKAGES FOR READING PROGRAMS

DATE : November 3, 2025

This memorandum is issued to:

- a) Establish the guidelines on the release and utilization of the downloaded Program Support Funds (PSF) for the provision and distribution of teaching and learning resources (LRs) for Key Stages 1 to 3 by the Guidelines on the Budget Allocation and Fund Utilization for the Academic Recovery and Accessible Learning (ARAL) Program for SY 2025-2026 released on July 17, 2025; and
- b) Establish supplementary guidelines on the utilization of the Directly Released (DR) Funds for the Procurement of Remediation Packages, which were issued as part of the Guidelines on the Utilization of Directly Released Funds Under FY 2025 Textbooks and Other Instructional Materials Fund, jointly issued by the Offices of Undersecretaries Atty. Fatima D. Panontongan, Gina O. Gonong, and Malcolm S. Garma, dated February 3, 2025.

I. ARAL LRs

1. All ARAL-Reading learners or classes are provided with sufficient learning resources based on the guidelines provided by the Central Office (*e.g., worksheets, decodables, flashcards, leveled readers, coloring/writing materials, etc.*)
2. All teachers/tutors are provided with teaching resources (*e.g., teaching guides, visual aids, etc.*)

Per Learner: - Workbook (1:1) - Writing/coloring materials (1:1) Per class of 15 learners: - Decodables (1:1) - Flash cards (1:1) - Leveled readers (1:1)	Per Tutor: - 1 Printed Tutor's Guide - 1 set of Printed Visual Aids
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3. Only non-teaching personnel or volunteers shall be tapped in the in-house production of ARAL LR within ROs, SDOs, or Schools.
4. The ROs, SDOs, or Schools may conduct any applicable procurement modality pursuant to Republic Act (RA) No. 9184 or the *Government Procurement Reform Act*, and its Implementing Rules and Regulations, and/or RA No. 12009 or the *New Government Procurement Act*.
5. The teaching and learning resources and technical specifications for ARAL-Reading can be accessed through the link: <https://tinyurl.com/ARAL-ReadingResources>.
6. BLR shall continuously gather feedback on how the downloaded funds are utilized and any challenges in procuring the said LR.
7. A total budget amounting to ***Ninety-Nine Million Nine Hundred Thousand Pesos Only (P99,900,000.00)*** under the ***FY 2025 (RA 12116) Textbooks and Other Instructional Materials (TBIMs) Current Funds*** shall be downloaded to the Regional Offices (ROs) for the provision and distribution of ARAL-Reading LR for teachers/tutors and learners for the School Year (SY) 2025-2026.
8. The PSF shall be downloaded to the ROs and may be further downloaded to Schools Division Offices (SDOs) or schools, as applicable and cost-effective. Attached as ***Annex A*** is the fund allocation for the provision and distribution of ARAL Program LR.
9. Taking into account the indicative allocations, the ROs, SDOs, or schools shall facilitate the provision and distribution of learning resources based on the ***actual number of ARAL learners and tutors per school***.
10. Any ***excess amount or resulting balance*** may be utilized for other expenses related to the implementation of ***programs/activities/projects (P/A/Ps) covered by this issuance***, subject to existing budgeting, accounting, auditing, and procurement laws, rules, and regulations. For this purpose, "expenses related to the implementation of P/A/Ps" shall refer to initiatives that contribute to the specific outcome aligned with the objective of this issuance, particularly operational requirements or support services essential to program delivery. These may include:
 - a. Procurement of semi-expendable items (goods below the capitalization threshold);
 - b. Conduct of workshops and capacity-building activities;
 - c. Travel expenses; and
 - d. Other operational needs directly supporting program implementation.
11. All downloadable funds under the FY 2025 TBIMs must be ***obligated and disbursed on or before December 31, 2026***. The ROs and SDOs shall ensure

the obligation and disbursement of these funds are in accordance with National Budget Circular (NBC) No. 595, titled "Guidelines on the Release of Funds for Fiscal Year (FY) 2025" dated January 20, 2025.

12. The use of funds herein shall be in accordance with existing budgeting, accounting, auditing, and procurement laws, rules and regulations.
13. The Statement of Expenditures (SOEs) (**Annex B**) shall be submitted to the Bureau of Learning Resources – Learning Resources Production Division (BLR-LRPD) through email at **blr.lrp@deped.gov.ph** on the 30th day of each month following the month the funds were downloaded to the region, and every month thereafter until the said funds have been fully utilized.

II. REMEDIATION PACKAGES

1. As stated in the provision Mandatory Requirements for Reading Resource 1, 2 & 3:

"Reading Resource 1, 2 & 3 should have been market-tested for a minimum of five (5) years prior to purchase and evaluated by the Central Office Bureau of Learning Resources [BLR] to ensure uniform implementation."
2. To create a Priority List, the BLR established a National Screening Committee, with the Philippine Book Festival as the main venue of this process.
3. Upon further review and consideration, the following are hereby manifested:
 - a) The five-year market-tested provision shall be relaxed to include all phases of production, including utilization in targeted populations or limited settings such as prototype offerings, pilot testing, or publisher-sponsored developmental phases;
 - b) The list of identified, evaluated, and procured Supplementary Learning Resources (SLRs), issued through DM-CT-2025-047 dated February 19, 2025, may be utilized, as these materials have already undergone evaluation by the BLR; and
 - c) The ROs may conduct additional market scoping and evaluation activities to determine titles of remediation packages that are contextual and responsive to local needs, provided these comply with the technical specifications.
4. The Procurement of Reading Remediation Packages for Reading Programs shall form part of the resources for the Academic Recovery and Accessible Learning (ARAL) Program in compliance with Republic Act No. 12028 or the ARAL Program Act.
5. All other provisions of the Joint Memorandum – Guidelines on the Utilization of Directly Released Funds Under FY 2025 TBIMs Fund remain in effect.

For your guidance and strict compliance.

Annex A: Updated Budget Allocation per Region for ARAL Program

Region	Amount
Region IV-B	5,700,000.00
Region V	52,000,000.00
Region IX	9,000,000.00
Region XII	10,000,000.00
CAR	11,200,000.00
Caraga	12,000,000.00
Total Amount	99,900,000.00

Fund Source: FY 2025 (R.A. No. 12116) Textbooks and Other Instructional Materials

Note: The updated allocation reflects the funding requirements of the following regions, as determined through consultation with regional directors. These shall be utilized for the provision and distribution of ARAL LR.

Annex B: Statement of Expenditure

STATEMENT OF EXPENDITURE

Region: _____

Region/ Division	Fiscal Year or Fund Source	Allotted Amount	Sub- ARO Amount	Total Quantities Procured	Total Quantities Delivered	Cost Awarded	Obligated Amount	Disbursed Amount	Unobligated Amount	Status of Procurement	Remarks

Prepared by:

Regional EPS, LRMS

Noted:

Chief EPS, CLMD

Approved:

Regional Director