



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

REGIONAL MEMORANDUM
No. 873 s. 2026

AUG 18 2026

**ADMINISTRATION GUIDELINES FOR THE VALIDATION
OF THE ARAL TUTOR ASSESSMENT TOOL**

To: Schools Division Superintendent of Negros Occidental
All Others Concerned

1. Attached is DepEd Memorandum No. DM-OULS-2026-346 titled Administration Guidelines for the Validation of the ARAL Tutor Assessment Tool scheduled on August 20, 2026 from 9:30 a.m. to 12:00 nn through Microsoft Teams.

2. The links and details in the conduct of the activity are as follows:

Registration Link	https://tinyurl.com/ARALTutorsAssessmentTool
Meeting Link and Details	https://msteams.link/W8BK Meeting ID: 422 474 507 317 061 Passcode: L4eJ6CN7

3. The following are the participants in the activity:

- Regional ARAL Focal Person
- Division ARAL Focal Person
- ARAL Tutors and/or English Teachers

4. The participating SDO shall:

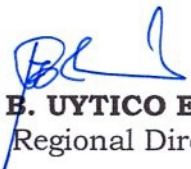
- a. endorse eligible participants (ARAL Tutors and/or English Teachers) based on the prescribed criteria;
- b. ensure timely dissemination of activity information and assessment links to participants;
- c. monitor participants attendance and completion of the assessment;
- d. coordinate with NEAP regarding technical concerns and implementation issues; and
- e. ensure that all participants accomplish the required post-assessment feedback mechanisms.

5. Consistent with DepEd policies on the protection of instructional time, participation in the orientation shall be managed in a manner that will not disrupt classes.



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6. Immediate dissemination of and compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director

Encl.: As Stated
Reference: As Stated
To be indicated in the Perpetual Index
under the following subjects:

CURRICULUM

PROGRAMS

TEACHERS

JEB/CLMD-RM-Administration Guidelines for the Validation of the ARAL Tutor Assessment Tool
August 14, 2026



Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

MEMORANDUM
DM-OULS-2026-346

TO : Concerned Regional Directors (Regions III, IV-A, VIII, X, NCR, and NIR)
Concerned Schools Division Superintendents
Concerned CLMD and CID Chiefs
All Others Concerned

Carmela C. Oracion
FROM : CARMELA C. ORACION
Undersecretary for Learning Systems *gde*

SUBJECT : ADMINISTRATION GUIDELINES FOR THE VALIDATION OF THE ARAL TUTOR ASSESSMENT TOOL

DATE : 12 August 2026

1. In connection with the conduct of the **Validation of the ARAL Tutor Assessment Tool**, the National Educators Academy of the Philippines (NEAP), hereby provides the following guidelines for participating Schools Division Offices (SDOs) and regions.

2. The validation activity aims to gather empirical evidence on the clarity, relevance, usability, and appropriateness of the ARAL Tutor Assessment Tool prior to its wider implementation. The results of the validation process will support the refinement of the instrument and ensure that it can effectively generate reliable information on the learning and development needs of ARAL Tutors.

More importantly, the validated tool shall serve as a basis for informed decision-making in the planning, design, and delivery of future learning and development programs, coaching and mentoring initiatives, technical assistance activities, and other capacity-building interventions of NEAP under the ARAL Program.

3. The virtual assessment platform shall be accessible on the following dates:

Region	Schools Division Office	Dates of Conduct	Time
NCR	Mandaluyong City	August 18, 2026	9:30 am - 12:00 nn
IV-A	Antipolo City		

III	Baliwag City	August 19, 2026	
	Bulacan		
NIR	Negros Occidental	August 20, 2026	
VIII	Tacloban City		
	Samar		
X	Oroquieta City		

The assessment link shall be distributed to authorized participants through their respective Regional and Division ARAL Focal Persons.

- Participants are also requested to register through the following link prior to the scheduled assessment to facilitate attendance monitoring and activity documentation:

Registration Link: <https://tinyurl.com/ARALTutorsAssessmentTool>

- The Microsoft Teams meeting link for the virtual assessment administration shall be shared in advance with all authorized participants through their respective Regional and Division ARAL Focal Persons. All participants and ARAL Focal Persons are required to join the designated Microsoft Teams meeting at least **thirty (30) minutes** before the scheduled assessment time to receive the orientation, assessment instructions, and technical guidance necessary for the smooth conduct of the activity.

Microsoft Teams Meeting Link: <https://msteams.link/W8BK>

Meeting ID: 422 474 507 317 061

Passcode: L4eJ6CN7



- To prevent disruption of classes and ensure compliance with the Department's Time-on-Task Policy, SDOs are strongly advised to nominate and assign participants whose teaching schedules fall under the second shift or afternoon shift.

Division officials and school heads shall ensure that participation in the activity does not interfere with regular classroom instruction and shall make appropriate local arrangements consistent with existing DepEd policies.

- To support the validation requirements of the assessment instrument, participants shall be assigned different sets of test items. The use of both forms is necessary to generate the evidence required to examine the consistency and comparability of the assessment tool across administration item versions.
 - Participants from NCR, Region III, and Region IV-A shall answer the **Main Test Items**.
 - Participants from NIR, Region VIII, and Region X shall answer the **Parallel Test Items**.

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8. Participating SDOs shall:
 - a. Endorse eligible participants (ARAL Tutors and/or English Teachers) based on the prescribed criteria;
 - b. Ensure timely dissemination of activity information and assessment links to participants;
 - c. Monitor participant attendance and completion of the assessment;
 - d. Coordinate with NEAP regarding technical concerns and implementation issues; and
 - e. Ensure that all participants accomplish the required post-assessment feedback mechanisms.
9. NEAP shall establish technical support mechanism throughout the administration period to address concerns related to account access, connectivity, and assessment platform issues.
10. For any concerns or clarifications, please feel free to contact **Ms. Anna Maria Patricia V. Santos** of NEAP-Quality Assurance Division through the email neap.qad@deped.gov.ph, or via our office landline at (02) 8638-8638.
11. Immediate dissemination of this Memorandum is desired.

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Enclosures:

Enclosure 1 - Allocation of Participants Slots for Schools Division Offices in Regions III, IV-A, VIII, X, National Capital Region (NCR), Negros Island Region (NIR)
Enclosure 2 - NEAP Technical Working Group



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NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 1

**ALLOCATION OF PARTICIPANTS SLOTS FOR SCHOOLS DIVISION OFFICES
IN REGIONS III, IV-A, VIII, X, NATIONAL CAPITAL REGION (NCR),
AND NEGROS ISLAND REGION (NIR)**

Conduct of the Needs Assessment for ARAL Tutors
August 18 - 20, 2026

Participating Schools Division Offices
Modality: Virtual

Region	Schools Division Office	No. of Takers	Date of Conduct
NCR	Mandaluyong City	50	August 18, 2026
IV-A	Antipolo City	50	
III	Baliwag City	50	August 19, 2026
	Bulacan	50	
NIR	Negros Occidental	25	August 20, 2026
VIII	Tacloban City	25	
	Samar	25	
X	Oroquieta City	25	



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Enclosure 2

NEAP TECHNICAL WORKING GROUP

No.	Name	Office
1	Carlos B. Llamas III	NEAP-Quality Assurance Division
2	Anna Maria Patricia V. Santos	NEAP-Quality Assurance Division
3	Anna Marie B. San Diego	NEAP-Quality Assurance Division
4	John Emmanuel B. Ignacio	NEAP-Quality Assurance Division
5	Ohma B. Emocling	NEAP-Quality Assurance Division

[NEAP-QAD/EJIGNACIO]