




Republic of the Philippines  
Department of Education  
Region III  
**SCHOOLS DIVISION OF BULACAN**

February 10, 2020

To: CID Chief  
Education Program Supervisor- ALS  
All Public Schools District Supervisors

1. This is to inform all concerned of the renewal of designation of all District ALS Coordinators (DALSC) this Calendar Year 2020 .
2. Just to reiterate DepEd Order # 60, entitled, "Requiring all District ALS Coordinator to render **FULL TIME Service**" . The designated DALSC shall be required to continue rendering **full time** service in order not to prejudice the various programs concerns in the Nonformal Education and the Alternative Learning System. ( Attached is the enclosure for the duties and responsibilities of the DALSC).
3. To achieve full potential of DALSC, it is suggested that he or she has served as volunteer learning facilitator of ALS sessions/classes, preferably has motorcycle and able to serve the underserved, less privileged learners in the depressed areas assigned to him/her. In District with no male DALSC, give priority to male who is willing and able to serve in full time basis.
4. For your compliance and guidance.

  
GERMELINA H. PASCUAL, CESO V  
Schools Division Superintendent

Division Letter  
No 039 s. 2020



Provincial Capitol Compound, Brgy. Guinhawa, City of Malolos, Bulacan  
website: <https://bulacandeped.com> email: [bulacan@deped.gov.ph](mailto:bulacan@deped.gov.ph)





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***District ALS Coordinator***

1. Coordinate and participate in the planning for development and implementation of ALS projects
2. Prepare action plan in coordination with the ALS ES I and Public Schools District Supervisors (PSDS)
3. Prepare performance targets
4. Prepare project proposals to source out funds in coordination with the ALS ES I and Public Schools District Supervisors (PSDS)

***Advocacy & Social Mobilization***

5. Conduct linkaging and networking with LGUS, NGOS and other stakeholders
6. Use various strategies in raising awareness on the ALS programs/projects

***Materials Development***

7. Prepare and develop community based-learning materials and other supplementary learning materials
8. Adapt existing ALS materials and other supplementary learning materials by localizing them
9. Adopt existing ALS materials and other supplementary learning materials
10. Translate ALS learning materials and other learning materials into the local language of the learners or community where he/she conducts learning sessions as the need arises

***Capability Building***

11. Provide technical assistance to the mobile teacher, community leaders and other stakeholders
  12. Serve as resource person, facilitator, and moderator during orientations, seminars, training, etc.
- Conduct of Learning Sessions
13. Determine learning needs of learners using the Individual Learning Agreement (ILA) and then conducts evaluation to determine the entry and exit level of learners using the Functional Literacy Test (FLT) and other ALS assessment tools
  14. Conduct learning sessions using ALS core modules and other materials for at least 10 months in a year
  15. Devise plans and implements them in order to sustain gains of learners from the ALS programs
  16. Conduct home visits, individual tutorials, counseling and other need-driven activities in an effort to retain and win the learners back to the literacy sessions
  17. Assist in the preparation of learning portfolio
  18. Benchmark best practices of ALS Mobile Teachers in other divisions/other regions

***Monitoring & Evaluation (M&E)***

19. Monitor and evaluate ALS programs /projects within the district
20. Monitor and evaluate the learners' learning progress





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***Research and Development***

21. Coordinate and conduct action research and development activities

***Learner Information System (LIS)***

22. Gather data/information
23. Coordinate with the Division LIS all issues/concerns relative to LIS



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