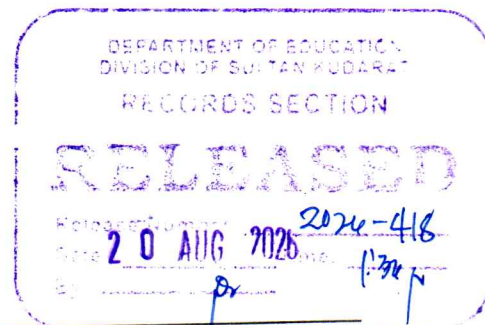




Republic of the Philippines
Department of Education
REGION XII
DIVISION OF SULTAN KUDARAT



August 14, 2026

DIVISION MEMORANDUM
CID-IMS No. 063, S. 2026

**REITERATION OF THE GUIDELINES ON THE ENGAGEMENT OF ACADEMIC
RECOVERY AND ACCESSIBLE LEARNING (ARAL) PROGRAM TUTORS
AND SUPPORT AIDES**

To: Assistant Schools Division Superintendent
Chiefs of the Functional Divisions
Education Program Supervisors/ Division Program Holders
Public Schools District Supervisors/ Principals In-Charge
All Public Elementary and Integrated School Heads
All Others Concerned
This Division

1. Pursuant to Republic Act (RA) No. 12028 (ARAL Program Act) and DepEd Memorandum No. 001, s. 2026, this Office reiterates the mandatory guidelines governing the selection and engagement of both internal and external ARAL Program Tutors and Support Aides for Reading and Mathematics.
2. Governed by DM 001, s. 2026 and provisions of DO 18, s. 2025 on the implementation of the key components of the ARAL Program, and upon determination of the needs for tutors, all School Heads are reminded to issue an official School Memorandum / Call for ARAL Tutors, which must explicitly detail the following information:
 - a. Name and location of the school;
 - b. Key responsibilities, nature of engagement, and corresponding incentives/ honoraria;
 - c. Minimum qualifications and selection criteria;
 - d. List of required documentary requirements and the deadline for submission; and
 - e. Standard timeline of selection and evaluation activities.
3. All applications shall be submitted to the School Head who issued the call for ARAL tutors, through the school's Administrative Officer II (AO II) or its equivalent. They shall receive the applications and check the completeness, authenticity, and veracity of documents submitted by the applicants.
4. A Selection Committee shall be constituted in each schools district to facilitate the evaluation and selection of qualified individuals for engagement as tutors. The Public School District Supervisor (PSDS) may form two separate committees, one for the elementary level and one for the secondary level, to better address the specific contextual needs of each level.



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5. For complete details regarding the selection process, School Heads are directed to refer to DepEd Memorandum No. 001, s. 2026, titled "Guidelines on the Engagement of Academic Recovery and Accessible Learning Program Tutors and Support Aides."
6. Guided by the assessment results as validated and recommended by the SC, the SDS shall select from the list of recommended ARAL tutors, the applicants regarded qualified for the engagement. The registry of external (non-DepEd) applicants and the registry of tutors per learning area must be accomplished strictly using the templates provided in Annexes C and D of DM No. 001, s. 2026.
7. Upon receipt of the SDS's approval of the recommended tutors (using Annexes C and D), the Human Resource Management Officer (HRMO) shall facilitate the execution of the official ARAL Tutor Engagement Agreement (Annex E of DM No. 001, s. 2026) with each selected applicant prior to deployment.
8. For queries and clarification, all concerned may contact CID Chief Ismael M. Ambalgan, at ismael.ambalgan@deped.gov.ph or EPS Rodolfo B. Bermudo Jr., EdD at rodolfo.bermudojr@deped.gov.ph
9. For immediate dissemination and guidance of all concerned.


ROBERTO J. MONTERO, CESO V
Schools Division Superintendent

Encl: As stated
Reference: As stated
Allotment: None

To be included in the Perpetual Index under the following subjects:

ARAL

EXTERNAL TUTORS

GUIDELINES

SUPPORT AIDES

RBB/CID-IMS/DM- Reiteration of the Guidelines on the Engagement of Academic Recovery and Accessible Learning (ARAL) Program Tutors and Support Aides/DSK-CID-DivMemo /August 10, 2026



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