



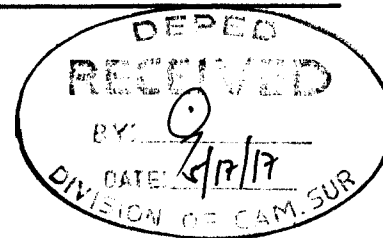
Department of Education

Region V

DIVISION OF CAMARINES SUR
Freedom Sports Complex, San Jose, Pili, Camarines Sur



Division Memorandum No. 157 s. 2017



TO: Assistant Schools Division Superintendents
Chief Education Supervisors, CID and SGOD
Education Program Supervisor/ ALS Coordinator
Public Schools District Supervisors
ALL OTHERS CONCERNED

FROM: ARNULFO M. BALANE, CESO V
Schools Division Superintendent

RE: Guidelines in Claiming Teaching Experience in ALS from 2015 to present

DATE: March 20, 2017

- 1. In line with Division Memorandum No. 69 and 71 s. 2017 on Selection and Recruitment of Public Elementary and Junior High School Teachers for School Year 2017-2018, the Alternative Learning System (ALS) Camarines Sur Division sets guidelines on claiming teaching experience in ALS.
2. ALS volunteers must present the following:
a. Certification of services rendered
b. Memorandum of Agreement (MOA)/ Contract of Service

Table with 2 columns: CLASSIFICATION and 1ST PARTY SIGNATORY. Rows include Abot Alam and VIDA Volunteer, Volunteers without remuneration, and Volunteers with remuneration.

- 3. As supporting documents to the claim they should attach the following:
a. Accomplishment report with form 48 duly signed by PSDS
- Number of days served shall be counted if a volunteer has served on part-time basis, 20 days is equivalent to 1- month service.
b. LIS or MIS 002- learners profile (with at least 25 learners)
4. Immediate and wide dissemination of this Memorandum is earnestly desired.

ONE Vision and Mission
ONE Camarines Sur Division
ONE Goal: Quality Education