



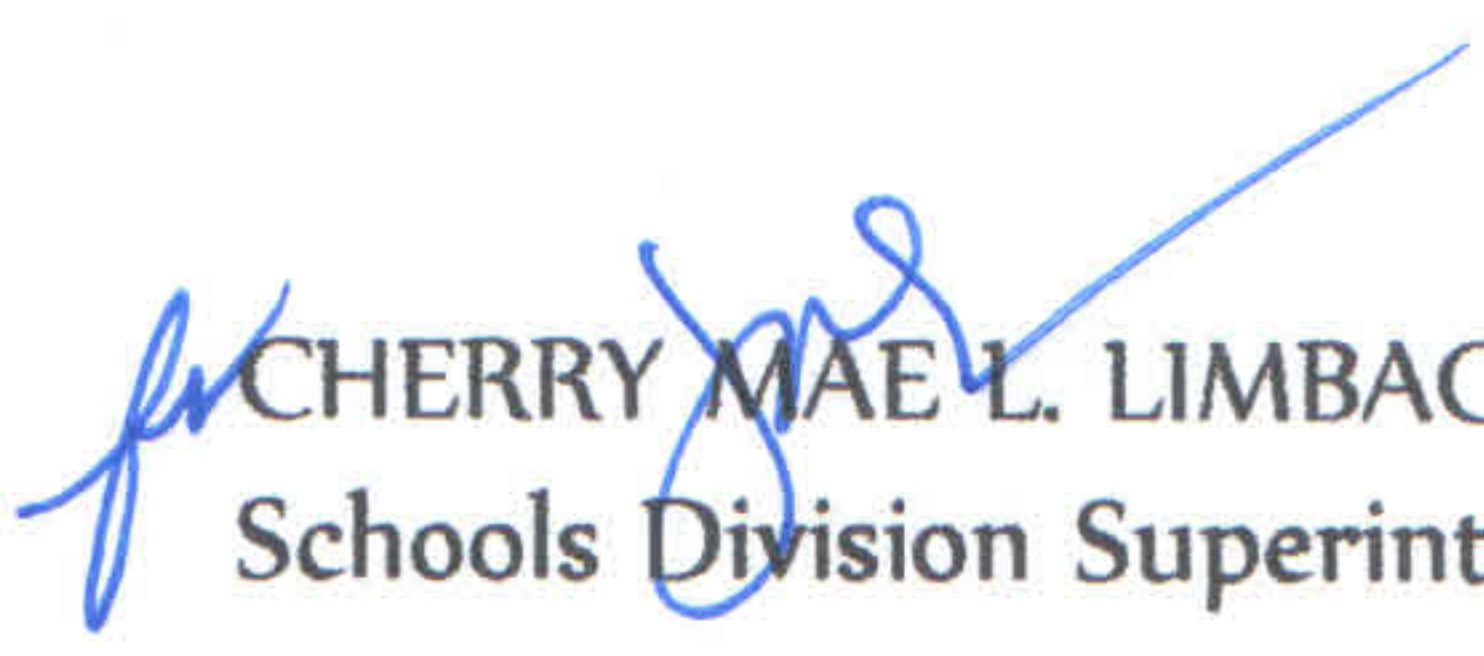
DEPARTMENT OF EDUCATION
Region X – Northern Mindanao
DIVISION OF MISAMIS ORIENTAL
Cagayan de Oro City



April 10, 2015

Memorandum

To : ALS Literacy Volunteers

From :  CHERRY MAE L. LIMBACO, Ph.D., CESO V
Schools Division Superintendent

Subject : Submission of the End-of-Contract Report of 2013 Contracting Scheme

In relation to the Advisory dated March 31, 2015 from the Chief Education Program Specialist/OIC, Bureau of Alternative Learning System, you are hereby directed to attend a conference to be conducted on April 15, 2015, 8:00am at the Division Office with Mr. Andrian F. Tecson, Education Program Specialist II-ALS.

Things to be accomplished are as follows:

Part 1. Summary of Quantitative Accomplishment against Committed Targets

ITEM	COMMITTED	ACTUAL
Number of barangays covered		
Number of Learners Basic Level Elementary Level Secondary Level		
Number of Learning Groups organized		
Number of Facilitators/Instructional Managers Trained		
Amount Contracted		

Part 2. Profile of Learners and Facilitators/Instructional Managers

2.1 Summary profile of learners (updated as of completion of the program)

Part 3. Activities Undertaken

3.1 Advocacy and Social Mobilization (update)

- Reproduction and dissemination of locally produced IEC Materials
- Consultations and linkages with LGUs, DepEd and other project stakeholders
- Other ADSOCMOV activities

3.2 Conduct of Learning Activities

- Learning Group Schedules

- Review and updating of individual Learning Agreements
- Utilization of Learning Modules
- Utilization of Supplementary Learning Materials
- Counseling Sessions Conducted

3.3 Monitoring and Evaluation

- Monitoring and evaluation of learner's progress (e.g., use of portfolio assessment)
- Final Evaluation of Performance of Instructional Managers
- Recommendation for improvement of the program based on evaluation results

3.4 Other Activities Conducted

Part 4. Highlights of Project Implementation

- Success Stories
- Innovations
- Extraordinary achievement
- Testimonies (what people say about the project)
- Lessons learned from implementation of the program

Part 5. Impact of the Program

- On learners
- On Facilitator/Instructional Manager
- On the Service Provider
- On the Community

Part 6. Post Program Activities

- Post-program counseling for completers re: available options
- Graduation program for successful A & E Test Takers
- Plans for follow-on programs or activities for learners
- Linkages with other agencies/institutions for employment placement or entry to education/training programs for ALS completers
- Plans for sustaining the program learning activities through alternative sources of funds (e.g., LGUs, private sector donations, etc.)

Part 7. Issues and Concerns

- Update on problems/issues/concerns encountered identified in the quarterly report and action taken
- Recommendations

Part 8. Financial Report

- Liquidation Report

Annexes:

- Summary Profile of Learners including core competencies developed
- Summary of Learning Group Attendance

Note: All documents should include photographs.

For compliance.