



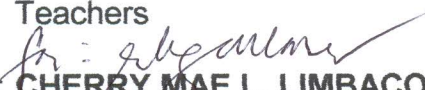
Republic of the Philippines  
Department of Education  
Region X  
**DIVISION OF MISAMIS ORIENTAL**  
Velez St., Cagayan de Oro City



**DIVISION MEMORANDUM**

NO. 85, S., 2013

To : Education Program Supervisors  
Public Schools District Supervisors  
Principals/ Schools Heads  
Teachers

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

Subject: **CLARIFICATIONS ON THE POLICY GUIDELINES ON THE IMPLEMENTATION OF THE LANGUAGE LEARNING AREAS AND THEIR TIME ALLOTMENT IN GRADES 1 AND 2 OF THE K TO 12 BASIC EDUCATION PROGRAM (DepEd Order No. 31, s. 2013)**

Date : July 24, 2013

1. In consonance with DepEd Order No.31, s. 2013, re: Clarifications On The Policy Guidelines on the Implementation of the Language Learning Areas and their Time Allotment in Grades 1 and 2 of the K to 12 Basic Education, this office advised all concerned for strict compliance of the said DepEd Order.
2. Enclosed are the complete details of DepEd Order No. 31, s. 2013.
3. Immediate and wide dissemination of this memorandum is highly enjoined.

rlg



Republic of the Philippines  
**Department of Education**

16 JUL 2013

DepEd ORDER  
 No. 31, s. 2013

**CLARIFICATIONS ON THE POLICY GUIDELINES ON THE IMPLEMENTATION OF THE LANGUAGE LEARNING AREAS AND THEIR TIME ALLOTMENT IN GRADES 1 AND 2 OF THE K TO 12 BASIC EDUCATION PROGRAM**

To: Undersecretaries  
 Assistant Secretaries  
 Bureau Directors  
 Directors of Services, Centers and Heads of Units  
 Regional Directors  
 Schools Division/City Superintendents  
 Heads, Public and Private Elementary Schools

1. In view of the implementation of the K to 12 Basic Education Program, the Department of Education (DepEd) through the Bureau of Elementary Education (BEE) issues the following **Clarifications on the Policy Guidelines on the Implementation of the Language Learning Areas and their Time Allotment in Grades 1 and 2** as stated in the Enclosure Nos. 1 and 2 of DepEd Order No. 31, s. 2012:

- a. Mother Tongue is used as a Medium of Instruction (MOI) for Grades 1 and 2 in teaching Mathematics, *Araling Panlipunan (AP)*, Music, Arts, Physical Education and Health (MAPEH) and *Edukasyon sa Pagpapakatao (EsP)*;
- b. Mother Tongue is taught as a separate Learning Area in Grades 1 and 2;
- c. *Filipino*, as a Learning Area, is first introduced in Grade 1 during the *second quarter (2<sup>nd</sup> Q)*/grading period;
- d. English, as a Learning Area, is first introduced in Grade 1 during the *third quarter (3<sup>rd</sup> Q)*/grading period; and
- e. Time allotment for the Learning Areas is specified below:

Nomenclature/ Learning Area	TIME ALLOTMENT							
	Grades 1 and 2 (No. of Minutes Quarterly)							
	Grade 1				Grade 2			
	1 <sup>st</sup> Q	2 <sup>nd</sup> Q	3 <sup>rd</sup> Q	4 <sup>th</sup> Q	1 <sup>st</sup> Q	2 <sup>nd</sup> Q	3 <sup>rd</sup> Q	4 <sup>th</sup> Q
Mother Tongue	50	50	50	50	50	50	50	50
Filipino	-	30	30	30	50	50	50	50
English	-	-	30	30	50	50	50	50
Mathematics	50	50	50	50	50	50	50	50
<i>Araling Panlipunan</i>	40	40	40	40	40	40	40	40
Music, Arts, Physical Education and Health (MAPEH)	40	40	40	40	40	40	40	40
<i>Edukasyon sa Pagpapakatao (EsP)</i>	30	30	30	30	30	30	30	30
<b>TOTAL</b>	<b>210</b>	<b>240</b>	<b>270</b>	<b>270</b>	<b>310</b>	<b>310</b>	<b>310</b>	<b>310</b>

2. Sample Report Cards for Grades 1 and 2 are contained in the enclosures.

3. All other issuances related to the implementation of the K to 12 Basic Education Program, such as DepEd Memorandum No. 46, s. 2013 entitled *Special Instruction for Grade 1 Children under the K to 12 Basic Education Program* and DepEd Order No. 14, s. 2013 entitled *Strengthening the K to 12 Basic Education Program Delivery System for Elementary Education*, shall be enforced. Likewise, this clarification shall be subject to possible changes after curriculum finalization.

4. Immediate dissemination of and strict compliance with this Order is directed.

  
**BR. ARMIN A. LUISTRO FSC**  
Secretary

Encls.:

As stated

References:

DepEd Order (Nos.: 31, s. 2012 and 14, s. 2013)

DepEd Memorandum (No.: 46, s. 2013)

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

CHANGE  
CURRICULUM  
ELEMENTARY EDUCATION  
SCHOOLS  
POLICY  
PUPILS  
PROGRAMS

**SAMPLE REPORT CARD**  
Grade 1

Periodic Rating

Learning Areas	1	2	3	4	Final Rating
Mother Tongue	AP	AP	P	P	P (88.00)
Filipino	-	P	P	A	P (88.25)
English	-	-	AP	AP	AP (83.00)
Mathematics	P	P	P	P	P (87.00)
Araling Panlipunan	AP	AP	P	P	P (85.65)
MAPEH	A	A	A	A	A (90.00)
Music	P	P	P	A	P (87.00)
Art	A	A	A	A	A (91.00)
P.E.	A	A	A	A	A (92.00)
Health	A	A	A	A	A (90.50)
Edukasyon sa Pagpapakatao (Esp)	P	P	P	A	P (87.00)
Gen. Average					P (86.98)

Legend:

- Advanced (A) 90% and above
- Proficient (P) 85-89 %
- Approaching Proficiency (AP) 80-84 %
- Developing (D) 75-79 %
- Beginning (B) 74 % and below

**Attendance Record**

	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Total
No. Of School Days Present	19	21	22	21	21	20	14	21	21	18		198
No. of School Days Present	19	21	22	21	21	20	14	21	21	18		198
No. of Times Tardy	0	0	0	0	0	0	0	0	0	0		0

**Character Building Activities**

Traits	1	2	3	4
1. Honesty	B	B	B	B
2. Courtesy	C	C	B	B
3. Helpfulness and Cooperation	B	B	A	A
4. Resourcefulness and Creativity	C	B	B	B
5. Consideration for Others	C	C	B	B
6. Sportsmanship	B	B	B	B
7. Obedience	B	B	A	A
8. Self-Reliance	C	C	C	B
9. Industry	B	B	B	B
10. Cleanliness and Orderliness	B	B	B	B
11. Promptness and Punctuality	B	B	B	B
12. Sense of Responsibility	B	B	B	B
13. Love of God	B	B	B	B
14. Love of Country	B	B	B	B

**Guidelines for Rating**

- A Outstanding
- B Very Good
- C Good
- D Fair
- E Poor

Narrative Report

DepEd FORM 138-E

Republic of the Philippines  
Department of Education

Region \_\_\_\_\_  
Division \_\_\_\_\_  
District \_\_\_\_\_  
School \_\_\_\_\_

Grades 1 and 2

First Grading

Second Grading

Third Grading

Fourth Grading

Name: \_\_\_\_\_

Age: \_\_\_\_\_

Sex: \_\_\_\_\_

Grade: \_\_\_\_\_

Section: \_\_\_\_\_

School Year: \_\_\_\_\_

Dear Parent:

This report card shows the ability and progress your child has made in the different learning areas as well as his/her progress in character development.

The school welcomes you if you desire to know more about the progress of your child.

Teacher

Principal

Certificate of Transfer

Admitted to Grade: \_\_\_\_\_

Section: \_\_\_\_\_

Eligible for Admission to Grade: \_\_\_\_\_

Approved:

Principal

Teacher

Cancellation of Eligibility to Transfer

Admitted in \_\_\_\_\_

Principal



Narrative Report

DepEd FORM 138-E

Republic of the Philippines  
Department of Education

Region \_\_\_\_\_

Division \_\_\_\_\_

District \_\_\_\_\_

School \_\_\_\_\_

Grades 1 and 2

First Grading

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Second Grading

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Third Grading

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Fourth Grading

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_

Age: \_\_\_\_\_ Sex: \_\_\_\_\_

Grade : \_\_\_\_\_ Section: \_\_\_\_\_

School Year: \_\_\_\_\_ Dear Parent:

This report card shows the ability and progress your child has made in the different learning areas as well as his/her progress in character development.

The school welcomes you if you desire to know more about the progress of your child.

Teacher \_\_\_\_\_

Principal \_\_\_\_\_

**Certificate of Transfer**

Admitted to Grade : \_\_\_\_\_ Section: \_\_\_\_\_

Eligible for Admission to Grade: \_\_\_\_\_

Approved: \_\_\_\_\_

Principal \_\_\_\_\_ Teacher \_\_\_\_\_

Cancellation of Eligibility to Transfer

Admitted in \_\_\_\_\_

Date: \_\_\_\_\_ Principal \_\_\_\_\_