



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF AKLAN**

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December 17, 2025

DIVISION MEMORANDUM  
No. **714**, s. 2025

**IN-SERVICE TRAINING (INSET) FOR ALS TEACHERS**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Principals/Head Teacher In-charge of the Districts  
Heads of Public Elementary/Secondary/Integrated Schools  
ALS Teachers  
All Others Concerned

1. This memorandum serves to inform all concerned that an **In-Service Training (INSET) for Alternative Learning System (ALS) Teachers** will be conducted on December 18-21, 2025, at Adee's Catering, Capitol Site, Kalibo, Aklan.
2. The activity aims to strengthen and enhance the instructional competencies of ALS teachers through focused capacity-building sessions on the mastery and application of the 4A's Teaching Approach, the integration of Higher Order Thinking Skills (HOTS) in ALS instruction, effective lesson planning integrating 4A's and HOTS, and the utilization of appropriate Alternative Delivery Modes (ADM) responsive to the diverse needs of ALS learners.
3. Expected participants include the ALS Education Program Supervisor (EPS), Education Program Specialists, teachers, designated ALS resource speakers, and facilitators. The training will involve discussions, workshops, and collaborative activities aligned with the stated focus areas.
4. Participants are advised to bring their ALS learning materials, writing materials, laptops, and extension wires to ensure active participation during the sessions.
5. School Heads and Teacher-Participants shall make necessary arrangement of class schedules adherence to DepEd Order No. 9, s. 2005 on instituting measures to increase engage-time-on task and shall not cause any class disruptions.

6. Expenses related to the conduct of this activity shall be charged against Special Education Fund (SEF) of the Alternative Learning System (ALS), subject to the usual government accounting and auditing rules and regulations.
7. It is understood that in the conduct of this activity, there shall be no discrimination on the provision of Learning and Development interventions on account of age, school, sex, gender, civil status, disability, religion or other factors/personal circumstances that run counter to the principles of equal opportunity.
8. Immediate and widest dissemination of this memorandum is earnestly desired.

  
**FELICIANO C. BUENAFE JR., CESO VI**  
Schools Division Superintendent

Enclosure: as stated  
Allotment: 3 (DO 54-94)  
To be indicated in the Perpetual Index  
under the following subjects:

ALS	TEACHERS	TRAINING	WORKSHOP
HST/			