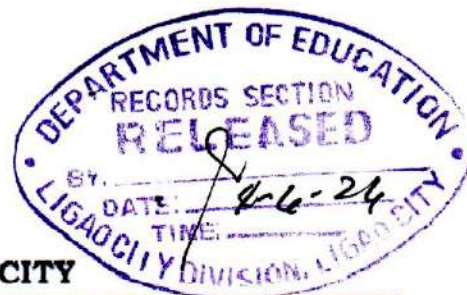




Republic of the Philippines
Department of Education
Region V- Bicol



SCHOOLS DIVISION OFFICE OF LIGAO CITY

Office of the Schools Division Superintendent

40626212

April 6, 2026

DIVISION MEMORANDUM

No. 01411, s.2026

PREPOSITIONING, DISTRIBUTION, AND UTILIZATION OF QUARTER 1 LEARNING PACKETS AND DYNAMIC LEARNING PROGRAM (DLP) LEARNING ACTIVITY SHEETS IN SUPPORT OF EDUCATION IN EMERGENCIES

To: Assistant Schools Division Superintendent
Chief Education Supervisors, (CID/SGOD)
Public Schools District Supervisors
Public and Secondary School Heads
All Other Concerned

1. In line with the continuous effort of the Department of Education to provide adequate and quality learning resources, this Office announces the distribution of Learning Packets and Dynamic Learning Program (DLP) Learning Activity Sheets to all concerned schools in preparation for any eventualities arising from the unrest behavior of Mayon Volcano, typhoons, heavy rains, and other calamities for SY 2026-2027. This initiative aims to ensure that both teachers and learners are equipped with the necessary instructional materials to support Education in Emergencies (EiE), allowing for continued structured learning and engagement should any disruptions occur.

2. The distribution of these materials is scheduled on **April 7-8, 2026, from 8:00 AM to 4:00 PM at the SDO Library Hub**. Enclosed in this memorandum is the list of schools and the corresponding quantity of Learning Packets and DLP Learning Activity Sheets to be received (See Enclosure 1).

3. The Supply Officer and Learning Resource Management Section (LRMS) Personnel shall facilitate the distribution. It is important to note that before leaving the distribution venue, recipients, whether School Heads, Liaison Officers, or Property Custodians, are required to account for all received materials and sign the corresponding acknowledgment forms.

4. School Heads are instructed to prioritize the distribution of Learning Packets and DLP Learning Activity Sheets to learners who are most vulnerable to ensure that those at greatest risk from potential volcanic activity, typhoons, heavy rains, and other calamities are equipped with learning resources in advance.

5. School Heads are expected to ensure proper receipt, accounting, and safe storage of all distributed materials. They shall supervise the orderly distribution of the Learning Packets and DLP Learning Activity Sheets to learners during the enrollment period and monitor their utilization throughout the school year.



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6. Teachers are expected to orient the learners and parents or guardians on the proper use and care of the Learning Packets and DLP Learning Activity Sheets. They should provide clear guidance, schedules, and feedback mechanisms, and utilize the materials for structured instruction and home-based learning as needed. Teachers are also expected to document learner outputs and progress for monitoring purposes.
7. Learners and parents or guardians are likewise reminded to ensure proper care and use of all materials, follow teacher-provided guidance and schedules for completing activities, and coordinate with teachers for submission of outputs and clarifications.
8. School Heads shall submit a printed copy of the complete distribution list of all recipients, containing the signatures of the learners as proof of receipt and duly noted by their respective Public Schools District Supervisors (PSDSs), to the Schools Division Office – Learning Resource Management Section.
9. Any excess copies of the Learning Packets and Dynamic Learning Program (DLP) Learning Activity Sheets and Teachers' Notes shall be properly inventoried, safeguarded, and stored by the school for future use in School Year 2027–2028, in accordance with existing inventory and property management guidelines.
10. Transportation and other expenses related to the distribution shall be charged against School MOOE or local funds, subject to the usual accounting and auditing rules and regulations.
11. For information and guidance.


NYMPHA D. GUEMO
Schools Division Superintendent



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ENCLOSURE 1
RECIPIENTS OF LEARNING PACKETS FOR EDUCATION IN EMERGENCIES

NAME OF SCHOOL	NUMBER OF COPIES					
	GRADE 1	GRADE 2	GRADE 3	GRADE 4	GRADE 5	GRADE 6
Pinit ES	84	132	98	104	90	100
Amtic ES	82	96	96	90	82	92
Baligang ES	72	74	92	88	74	86
Barayong ES	104	102	100	100	100	106
Busay ES	36	54	30	48	56	26
Basag ES	130	144	126	114	120	86
Batang ES	64	66	66	66	52	66
Binanowan ES	36	48	42	56	50	40
Don Teotimo ES	52	72	78	62	82	86
Herrera ES	66	92	126	100	100	102
Layon ES	78	90	94	80	80	94
Ligao East CS	318	200	200	200	220	220
Nabonton ES	26	48	52	44	58	44
Paulog ES	72	98	102	70	70	102
Tambo ES	60	88	86	94	60	68
Tinago ES	44	30	48	30	38	46
Tobgon ES	40	40	32	48	44	32
Buga ES	104	68	104	118	98	76
Tastas ES	112	104	112	116	126	116
Bonga ES	86	90	86	104	120	138
Pandan ES	100	132	132	120	120	188
Pinamaniquian ES	116	92	92	70	80	118
Allang ES	40	94	66	74	50	60
Cavasi ES	36	24	36	52	36	46
Culliat ES	48	38	34	28	34	44
Ligao West CES (P) Dunao	228	208	200	200	200	316
Ligao West CES (Binatagan)	442	370	350	400	400	400
Mahaba ES	116	130	132	112	200	146
Cristina R. Princesa Mem. ES	46	50	100	106	60	88
Sta. Cruz ES	22	26	36	40	52	44
Tinampo ES	74	92	68	76	74	78
Tula-Tula Grande ES	72	52	90	56	54	84
Tula-Tula Pequeno ES	40	66	36	52	50	74
Macalidong ES	32	52	52	54	54	48



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Greenfield ES	60	60	72	64	64	68
Macalidong ES, Quiasa Ext.	20	20	20	20	20	20
Macacl ES	72	80	56	112	72	64
Busac Elem School	24	30	50	50	44	42
Malama ES	56	66	66	62	62	80
Oma-Oma ES	72	60	54	88	90	58
Paulba ES	88	96	146	112	122	150
Tandarura ES	44	32	36	28	32	32
Tiongson ES	46	28	48	44	58	52
TUPAS ES	46	38	50	68	36	50
Abella ES	32	42	40	48	44	42
Bacong ES	80	84	76	106	96	88
Balanac ES	16	24	60	26	46	34
Cabarian ES	84	90	100	100	100	96
Catburawan ES	58	90	68	72	86	58
Francia ES	44	32	36	38	38	50
Maonon ES	102	84	100	90	70	102
Palapas ES	90	76	72	102	90	94
San Vicente ES	30	40	46	42	42	50
Tambac ES	74	70	82	74	68	70
Bagacay ES	14	18	36	34	16	22
TOTAL	4230	4322	4508	4552	4480	4782

NAME OF SCHOOLS	Number of Copies			
	GRADE 7	GRADE 8	GRADE 9	GRADE 10
Barayong National High School	180	176	138	162
Bicol Regional Science High School	278	306	266	258
Ligao City National TVHS	552	522	420	438
Bacong High School	400	408	282	300
Oma-Oma National High School	180	142	136	118
Palapas National High School	278	296	198	216
Maonon High School	164	140	114	130
Ligao National High School	2230	1480	2120	1970
TOTAL	4262	3470	3674	3592



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RECIPIENTS OF DLP-LAS & TEACHER'S NOTES

NAME OF SCHOOLS	Number of Copies (per Learning Area)							
	DLP-LAS				DLP-TEACHER'S NOTE			
	GRADE 7	GRADE 8	GRADE 9	GRADE 10	GRADE 7	GRADE 8	GRADE 9	GRADE 10
Amtic National High School	129	128	83	104	10	10	10	10
Deogracias P. Princesa Memorial HS	218	190	167	206	15	15	15	15
Ligao National High School	1160	900	1070	880	80	60	60	70
Cabarian National High School	112	90	90	113	10	10	10	10
Paulba National High School	249	227	186	201	18	18	18	18
TOTAL	1868	1535	1596	1504	133	113	113	123