



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City

Office of the Schools Division Superintendent

June 30, 2021

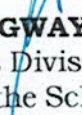
Division Memorandum
No. 174, s. 2021

TO: Public Schools District Supervisors
School Heads
ALS Implementers
All others concerned



**SUBMISSION OF PERTINENT DOCUMENTS ON THE UTILIZATION
OF THE DOWNLOADED FUND FOR ALS SKILLS TRAINING**

1. Pursuant to DepEd Order no. 033 s. 2020 and Regional Memorandum no. 381 s. 2020 re: Downloaded Support Fund in the implementation of Skills training amounting to Ten Thousand Pesos, all ALS Mobile Teachers and District ALS Coordinators are mandated to submit the following documents to liquidate funds downloaded to finance.
 - Official Receipt (itemized materials)
 - Pictures of the Materials
 - Approved Skills Training Proposal/Plan
 - Accomplishment Report of Proposal
2. Relative to this, School heads, Public Schools District Supervisors, Finance Section and ALS Division Personnel will conduct intensive monitoring on the said activity.
3. Immediate and widest dissemination of this memorandum is highly desired.


IRENE S. ANGWAY, PhD, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge, Office of the Schools Division Superintendent

