



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

*Office of the Schools Division Superintendent * Curriculum Implementation Division*

January 15, 2026

DIVISION MEMORANDUM
No. 025 s. 2026

SEGREGATION AND PACKING OF REGION-PROCURED LEARNING ACTIVITY SHEETS (LASs) FOR GRADE 2 AND 8 QUARTER 1-2

To: Assistant Schools Division Superintendent
CID and SGOD Chiefs
Education Program Supervisors
District Heads
School Heads- Junior High school
Administrative Officers II and Assistants II and III- district and schools
Property Custodian-Junior High School
All Others Concerned

1. This Office, through the Curriculum and Implementation Division-Learning Resources Management Section (CID-LRMS), announces to the field the availability of region-procured Learning Activity Sheets (LASs) for Grade 8, Quarter 1.
2. The districts of Catarman 1-6, Bobon District, San Jose District, and Mondragon District are requested to create a team for the collection of the Learning Activity Sheets (LASs), which are stored around the division office compound. The team will be composed of all ADAS II in the aforementioned districts.
3. See Ms. Elvira R. Ribo, the Division Librarian at the Library Hub for the allocation list on the distribution for each school/district.
4. A Division Management Team will oversee this activity composed of the following personnel:
 1. Nestor B. Ada, LR EPS Designate
 2. Romeo D. Mijares, Supply Officer
 3. Esrom Adlawan
 4. Saif Fialde- Supply Office
 5. Elvira R. Ribo, Librarian II
 6. Beatrice A. Olmedo, PDO II, LRMS



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5. The timeframe to gather the allocated Learning Activity Sheets shall start on January 15, 2026 to February 7, 2026 to include Saturdays and Sundays until all the allocated learning materials had been segregated and packed.
6. A work arrangement of the team shall be agreed upon between the personnel involved and their immediate head prior to the start of the task to avoid disruption of their regular tasks.
7. DepEd personnel who travel or render services on days that fall on summer days/holidays/weekends/Christmas break as part of their participation in an official activity can avail of service credits or CTO equivalent to eight (8) hours of service per day, whichever is applicable, as allowed under DepEd Order No. 67, s. 1988 and CSC Memo Circular No. 9 s. 1988.
8. This memo shall serve as Travel Order for the team who will come to gather the allocated Learning Activity Sheets for their districts.
9. Immediate dissemination of and strict compliance with this is highly desired.


GAUDENCIO C. ALJIBE, JR., Phd, CESO V
Schools Division Superintendent