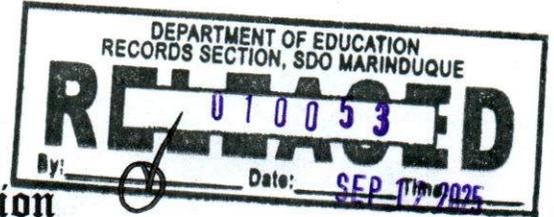




Republic of the Philippines

**Department of Education**  
SCHOOLS DIVISION OF MARINDUQUE



Office of the Schools Division Superintendent

**MEMORANDUM**

**CID-2025-040**

**TO:** Assistant Schools Division Superintendent  
Chief Education Supervisor, CID/OIC-CES, SGOD  
Public Schools District Supervisors  
Public Elementary, Secondary, and Integrated School Heads  
All Others Concerned

**FROM:**  **LYNN G. MENDOZA, EdD**  
OIC-Schools Division Superintendent

**SUBJECT:** **ARAL TUTOR TEACHING LOAD SIMULATOR AND MONITORING TOOL FOR S.Y. 2025-2026**

**DATE:** September 10, 2025

1. Attached is Memorandum DM-OUHROD-2025-2481 dated September 4, 2025 from Wilfredo E. Cabral, Undersecretary for Human Resource and Organizational Development and Memorandum CLMD-2025-261 dated September 10, 2025 from Nicolas T. Capulong, PhD, CESO III, Director IV, Regional Director titled "**ARAL Tutor Teaching Load Simulator and Monitoring Tool for S.Y. 2025-2026**" for information, guidance, and compliance of all concerned.

2. School Heads, through the assistance of School ICT Coordinators and ARAL Focal Persons, are instructed to:

- access the given link [bit.ly/ARALSimulator2025](https://bit.ly/ARALSimulator2025);
- download the instructions and tool;
- browse the templates; and
- prepare the data needed before accomplishing the Simulator Tool.

The Data Submission Form may be accessed via [bit.ly/ARALSimulator-Submit](https://bit.ly/ARALSimulator-Submit).

3. Please be guided by the process flow and submission deadlines found in Annex A.

4. For wide dissemination and appropriate action.



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Email: marinduque@deped.gov.ph  
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Republika ng Pilipinas

## Department of Education

OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

### MEMORANDUM

DM-OUHROD-2025-2461

FOR : REGIONAL DIRECTORS  
SCHOOLS DIVISION SUPERINTENDENTS

ATTENTION : ALL PUBLIC SCHOOLS

FROM :   
WILFREDO E. CABRAL  
*Undersecretary for Human Resource and  
Organizational Development*

SUBJECT : ARAL TUTOR TEACHING LOAD SIMULATOR AND MONITORING  
TOOL FOR S.Y. 2025-2026

DATE : September 4, 2025

In support of the implementation of the **Academic Recovery and Accessible Learning (ARAL) Program for School Year 2025-2026**, the Bureau of Human and Organizational Development – School Effectiveness Division (BHROD-SED) is releasing the **ARAL Tutor Teaching Load Simulator and Monitoring Tool**. This tool is designed to assist School Heads in managing tutor-related data, including teaching load assignments, schedules, and training status.

The ARAL Simulator tool includes the following functions:

- Determine the number of DepEd teachers required for the ARAL Program based on learner enrollment;
- Identify the need to engage additional ARAL Program Tutors;
- Compute the total teaching load of tutors;
- Provide a basis for requesting external ARAL Tutors; and
- Maintain a database of profiles of all engaged ARAL Tutors.

The Simulator Tool and its accompanying user guide can be accessed at [bit.ly/ARALSimulator2025](http://bit.ly/ARALSimulator2025).

Further, to ensure timely and consistent program monitoring, the ARAL Simulator Tool shall be **accomplished by the School Head on a quarterly basis**. This will facilitate proper monitoring of teaching loads and the provision of support and supervision throughout program implementation. Accordingly, all public schools with ARAL learners are directed to submit the data generated from the Simulator Tool, together with the accomplished ARAL Tutor Teaching Load Simulator and

Monitoring Tool. The Data Submission Form may be accessed via [bit.ly/ARALSimulator-Submit](http://bit.ly/ARALSimulator-Submit).

To ensure smooth facilitation, effective data management, and to further guide Schools, a **General Process Flow for ARAL Tutor Data Gathering and Report Generation for S.Y. 2025-2026** is likewise issued (*see Annex A*), outlining the detailed procedures and timeline for the collection, analysis, and reporting of data.

Should there be further concerns/questions, please coordinate with the BHRD-SED via email at [bhrod.sed@deped.gov.ph](mailto:bhrod.sed@deped.gov.ph) or through landline number: (02) 8633-5397.

For your appropriate action.

cc: Office of the Secretary, Department of Education

Annex A

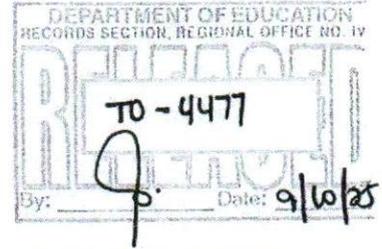
**General Process Flow for ARAL Tutor Data Gathering  
and Report Generation for S.Y. 2025-2026**

<b>1. ACCOMPLISHMENT OF THE ARAL TUTOR SIMULATOR TOOL</b>	<b>2. SUBMISSION OF ARAL TUTOR DATA</b>	<b>3. ANALYSIS AND REPORT GENERATION</b>
<b>SCHOOL</b> <i>School Head</i>	<b>SCHOOL</b> <i>School Head</i>	<b>CENTRAL OFFICE</b> <i>BHROD-SED</i>
Accomplish the ARAL Tutor Simulator and Monitoring Tool for the corresponding quarter	Submit the ARAL Tutor data together with the accomplished Simulator and Monitoring Tool through the official Data Submission Form: <b><a href="https://bit.ly/ARALSimulator-Submit">bit.ly/ARALSimulator-Submit</a></b>	Consolidate, validate, and analyze the ARAL Tutor data submitted by schools to generate official reports
<b>Prerequisites</b> <ul style="list-style-type: none"> <li>• DepEd Teacher data</li> <li>• ARAL Learner data</li> <li>• External Tutor data, if available</li> </ul>	<b>Prerequisite</b> <ul style="list-style-type: none"> <li>• Database extracted directly from the accomplished ARAL Tutor Simulator Tool (in CSV format)</li> </ul>	<b>Prerequisite</b> <ul style="list-style-type: none"> <li>• Complete and timely data submission from schools</li> </ul>
<b>REPORTING PERIODS AND SUBMISSION DEADLINES</b>		
<i>Accomplishment</i>	<i>Submission</i>	<i>Analysis</i>
<b>Academic Quarter 2</b>		
From September 8, 2025	On or before the end of the Quarter 2 (October 24, 2025)	November 2025
<b>Academic Quarter 3</b>		
From beginning of Academic Quarter 3 (November 3, 2025)	On or before the end of Quarter 3 (January 23, 2026)	February 2026
<b>Academic Quarter 4</b>		
From beginning of Academic Quarter 4 (January 26, 2026)	On or before the end of Quarter 4 or closing of the School Year (March 31, 2026)	April 2026

Access the ARAL Tutor Teaching Load Simulator and Monitoring Tool and its accompanying user guide at **[bit.ly/ARALSimulator2025](https://bit.ly/ARALSimulator2025)**.



Republic of the Philippines  
**Department of Education**  
MIMAROPA REGION



**Office of the Regional Director**

**MEMORANDUM**  
CLMD-2025-261

**TO :** ASSISTANT REGIONAL DIRECTOR  
SCHOOLS DIVISION SUPERINTENDENTS  
CHIEF EDUCATION SUPERVISORS, RO AND SDOS  
SCHOOL HEADS  
ALL OTHERS CONCERNED

**FROM :** *for* **NICOLAS T. CAPULONG, PhD, CESO III**  
Director IV  
Regional Director

**SUBJECT :** **ARAL TUTOR TEACHING LOAD SIMULATOR AND  
MONITORING TOOL FOR S.Y. 2025-2026**

**DATE :** September 10, 2025

Attached is Memorandum DM-OUHROD-2025-2481, disseminating the ARAL Tutor Teaching Load Simulator and Monitoring Tool to assist School Heads in managing tutor-related data, including teaching load assignments, schedules, and training status.

The Simulator and its accompanying User Guide can be accessed at [bit.ly/ARALSimulator2025](https://bit.ly/ARALSimulator2025).

Further details on the ARAL Simulator and Monitoring Tool are provided in the attached communication.

For the information, guidance, and appropriate action of all concerned.

CLMD/frr



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Email Address: [mimaropa.region@deped.gov.ph](mailto:mimaropa.region@deped.gov.ph)

