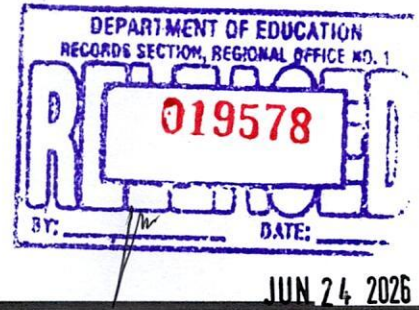




Republic of the Philippines  
**Department of Education**  
 REGION I



**REGIONAL MEMORANDUM**

No. 781 s. 2026

**SUBMISSION OF LIST OF UNPAID EXTERNAL ARAL TUTORS AND  
 CORRESPONDING HONORARIA REQUIREMENTS**

To: Schools Division Superintendents

1. To facilitate the determination of funding requirements for the payment of honoraria of external tutors engaged under the Academic Recovery and Accessible Learning (ARAL) Program, this Office requests all Schools Division Offices (SDOs) to submit the list of unpaid external ARAL tutors who rendered services during the implementation of the ARAL Summer Program and ARAL Program for School Year 2025–2026.
2. The submission shall include the following information:
  - a. Name of external tutor;
  - b. School and Schools Division Office served;
  - c. Period of engagement;
  - d. Number of hours rendered;
  - e. Computed honorarium due; and
  - f. Total funding requirement of the Schools Division Office.
3. The report shall be accompanied by a certification signed by the Schools Division Superintendent attesting that:
  - a. The listed external tutors have not yet been paid for services rendered under the ARAL Program; and
  - b. The Schools Division Office has no available ARAL or Basic Education Curriculum (BEC) funds that may be utilized for the payment of the corresponding honoraria.
4. For uniformity in reporting, SDOs are encouraged to use the attached template. However, SDOs that have already submitted the required information using a different format containing substantially the same details need not resubmit their reports.
5. The accomplished report and certification shall be submitted in both editable and signed PDF formats through email at [clmd.region1@deped.gov.ph](mailto:clmd.region1@deped.gov.ph) with the subject *List of Unpaid External Tutors* not later than **June 30, 2026**.
6. The submitted data shall serve as the basis for the consolidation of regional funding requirements and for other appropriate actions that may be undertaken by this Office relative to the payment of unpaid external tutor honoraria.



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Effectivity	11.18.2024	Page	1 of 3



Certificate No. P10P-0865  
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7. Immediate dissemination of and compliance with this Memorandum are directed.

  
**ESTELA P. LEON-CARIÑO, EdD, CESO III**  
Director IV/Regional Director  


Encl.: As stated  
Reference: None  
To be indicated in the Perpetual Index  
Under the following subjects:

**TUTOR HONORARIUM FUND**

CLMD-jps/RM/ListofUnpaidTutors  
June 22, 2026



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**LIST OF UNPAID EXTERNAL ARAL TUTORS**

Schools Division Office: \_\_\_\_\_

No.	Name of External Tutor	School Assigned	ARAL Program (Summer 2026 / SY 2025-2026)	Period of Engagement	No. of Hours Rendered	Rate per Hour (Php)	Amount Due (Php)
1							
2							
3							
4							
5							

**TOTAL FUNDING REQUIREMENT:** Php \_\_\_\_\_

**Certification**

I hereby certify that:

1. The external tutors listed above rendered services under the ARAL Program and remain unpaid as of the date of this certification;
2. The amounts indicated have been validated by the concerned Schools Division Office and are supported by appropriate records;
3. The Schools Division Office has no available ARAL Program funds and/or Basic Education Curriculum (BEC) funds that may be utilized for the payment of the corresponding honoraria; and
4. The information contained herein is true and correct to the best of my knowledge and belief.

Certified by:

Schools Division Superintendent

Date: \_\_\_\_\_