



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**

May 21, 2024

**DIVISION MEMORANDUM**

No. 291, 2024

**GRADUATION AND COMPLETION CEREMONIES FOR ALS ELEMENTARY  
LEVEL AND JUNIOR HIGH SCHOOL LEVEL PASSERS FOR  
SCHOOL YEAR 2023-2024**

To: OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors  
Curriculum Implementation Division  
School Governance and Operations Division  
Public Schools District Supervisors  
School Heads of Public Elementary, Secondary and  
Integrated Schools  
ALS Teachers  
All Others Concerned

1. Relative to **MEMORANDUM DM- CT- 2024-025** titled Reiteration of Deped Memorandum No. 22 s. 2023 as Basis on the Conduct of Presentation Portfolio Assessment for Alternative Learning System (ALS) Accreditation and Equivalency (A&E) Elementary and Junior High School Learners for the School Year 2023-2024, this office shall conduct the Graduation Ceremony for the sixty-four (64) ALS Presentation Portfolio Assessment (PPA) Passers (Elementary Level) and Completion Ceremony for the five hundred eighty-eight (588) ALS PPA Passers (Junior High School Level) this school year 2023- 2024 on May 30, 2024, 1:00 p.m., at Panitan Dativas Civic Center, Poblacion Ilawod, Panitan, Capiz.
2. The theme for this year's Graduation and Completion Ceremonies is "Kabataang Pilipino Para sa Matatag na Kinabukasan ng Bagong Pilipinas".
3. Enclosure No. 1 provides the list of the Technical Working Group (TWG) for this activity.
4. Expenses relative to the conduct of this activity shall be charged against the Special Education Fund of the Capiz Provincial School Board intended for the Alternative Learning System (ALS) subject to the usual accounting and auditing rules and regulations.
5. For more information, queries and concerns, you may contact Ruth C. Gervero PhD, Education Program Supervisor ALS/SPED with the following contact details: 09705111271, [ruth.gervero@deped.gov.ph](mailto:ruth.gervero@deped.gov.ph)



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**SCHOOLS DIVISION OF CAPIZ**

6. Immediate dissemination of this Memorandum is desired.

**MIGUEL MAC D. APOSIN EdD, CESO V**  
Schools Division Superintendent

Encl.: As stated  
Reference: As stated  
To be indicate in the Perpetual Index  
Under the following subject:

GRADUATION  
ALTERNATIVE LEARNING SYSTEM  
ALS LEARNERS



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Republic of the Philippines  
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Enclosure No. 1

**GRADUATION AND MOVING UP CEREMONIES FOR ALS ELEMENTARY  
LEVEL AND JUNIOR HIGH SCHOOL LEVEL PASSERS FOR  
SCHOOL YEAR 2023-2024**

**TECHNICAL WORKING GROUP**

**Overall Chairman:**

Segundina F. Dollete EdD, CID Chief  
Ruth C. Gervero, PhD, EPS ALS/SPED  
Francis B. Librando, EPS II ALS  
Kenneth D. Anocha, EPS II ALS

**Program, Invitation & Certificates**

Chairman: Kenneth Clent Ortiz  
Members: Arlyn Gabata  
Emilio Fer Villa  
Arnold Delfin  
Lea Palmes

**Stage Decoration**

Chairman: Joel Borce  
Members: Juneth Fuene  
Ramil Mantac  
Racel Vista  
Christian James Castillon  
Jasper John Gallan  
Leniel Mar Flores  
Ivy Maryann Legaspi  
Mardien Ambos  
Rose Hallegado

**Processional**

Chairman: Chovyl Gloria  
Charlie Arcangel  
Conrado Jimenez  
Danilo Dasal  
George Batuigas  
Lary Deldacan

**Master of Ceremonies**

Readem Daliva  
Emilio Fer Villa

**Foods**

Chairman: Babylen Villagrancia  
Members: Tina Lantoria  
All Female Teachers  
with no assignment

**Hall Preparation & Sounds**

Chairman: Teodoro Salaya  
Members: Johnson Agustin  
Freddie Ucag  
Joel Botictic  
Frederick Dayao  
All Male Teachers  
with no assignment

**Usherettes**

Chairman: Crispina Palomar  
Member: Anabelle Castor  
Lyn Ponce  
Maricel Jinio  
Gina Jorolan  
Joecel Reble  
Rhea Loren Ramos  
Nancy Cabugnason



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Republic of the Philippines


## Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

### MEMORANDUM

DM-CT-2024- 025

TO : REGIONAL DIRECTORS  
MINISTER, MBHE - BARMM

FROM :   
GINA O. GONONG  
Undersecretary

SUBJECT : REITERATION OF DEPED MEMORANDUM NO. 22 S. 2023 AS BASIS ON THE CONDUCT OF PRESENTATION PORTFOLIO ASSESSMENT FOR ALTERNATIVE LEARNING SYSTEM ACCREDITATION AND EQUIVALENCY ELEMENTARY AND JUNIOR HIGH SCHOOL LEARNERS FOR SCHOOL YEAR 2023-2024

DATE : January 23, 2024

The Department of Education (DepEd), through the Curriculum and Teaching Strand and the Bureau of Alternative Education (BAE), announces the conduct of the Presentation Portfolio Assessment (PPA) Year 5 for Alternative Learning System (ALS) Accreditation and Equivalency (A&E) Elementary and Junior High School Learners for School Year (SY) 2023-2024. This is in lieu of the A&E Test.

In this connection, please be informed that Regional and Schools Division offices shall follow the procedures stipulated in DepEd Memorandum No. 022, s. 2023 titled *Guidelines on the Conduct of Presentation Portfolio Assessment for Alternative Learning System Accreditation and Equivalency Elementary and Junior High School for the School Year 2022-2023*.

Please see the following attachments for additional reminders on the conduct of PPA 5:

1. Attachment 1 - Timeline on the Conduct of PPA 5
2. Attachment 2 - Rubrics for Oral Reading and Writing Proficiency Tests and Pointing System
3. Attachment 3 - Certificates

The Schools Division Office (SDO) shall submit the **Masterlist and Summary of Report of Division PPA Passers for SY 2023-2024** both in MS Excel and PDF format on or before **June 7, 2024** to the Regional Office who in turn shall consolidate the submission of the SDOs prior to the submission to BAE through email [bae.pgad@deped.gov.ph](mailto:bae.pgad@deped.gov.ph) on or before **June 14, 2024**.



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For any clarification or inquiry, contact the Bureau of Alternative Education - Program Management Systems Development Division (BAE-PMSDD) at [bae.pmsdd@depd.gov.ph](mailto:bae.pmsdd@depd.gov.ph) or at telephone number (02) 8636- 3603.

Immediate dissemination of and compliance with this Memorandum are desired.

*Copy furnished:*

**ATTY. REVSEE A. ESCOBEDO**  
Undersecretary for Operations



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Attachment 1 of **DM-CT-2024-**\_\_

**TIMELINE ON THE CONDUCT OF PPA 5**

<b>Activity</b>	<b>Date</b>
Initial Assessment	February 1 - 15, 2024
District Validation	February 16 - March 15, 2024
Final Assessment	March 16 - April 15, 2024
Inter-District Revalida	April 16 - May 15, 2024
Issuance of Certificate of Completion	May 16 - 31, 2024
Submission of Report of SDOs to RO	June 7, 2024
Submission of Consolidated Report of ROs to BAE	June 14, 2024

**Reminder:**

- Learners who are aged 11 years old and below for Elementary and 15 years old and below for Junior High School during the conduct of PPA 5 are **NOT ELIGIBLE** for PPA.



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Attachment 2 of **DM-CT-2024-**

**RUBRICS FOR ORAL READING AND WRITING PROFICIENCY TESTS  
AND POINTING SYSTEM**

**A. Rubric for Oral Reading**

ORAL READING CRITERION/INDICATOR	3 Proficient	2 Basic	1 Fair	0 Poor
<b>Fluency</b> <i>The learner</i> 1. reads naturally and fluidly; 2. exhibits a steady and suitable speed; and 3. demonstrates effective word selection and phrasing.	All indicators are highly evident	Only 2 indicators are highly evident	Only 1 indicator is highly evident	None of the indicators is evident
<b>Accuracy</b> <i>The learner</i> 1. pronounces words accurately and with few mistakes; 2. has a strong ability to recognize words; and 3. has rare mistakes in text representation accuracy and decoding.	All indicators are highly evident	Only 2 indicators are highly evident	Only 1 indicator is highly evident	None of the indicators is evident
<b>Expression</b> <i>The learner</i> 1. makes use of the proper pitch and tone; 2. efficiently highlights important words; and phrases and 3. uses a variety of emotive tones.	All indicators are highly evident	Only 2 indicators are highly evident	Only 1 indicator is highly evident	None of the indicators is evident

**B. Rubric for Writing**

WRITING CRITERION/INDICATOR	3 Proficient	2 Basic	1 Fair	0 Poor
<b>Topic Relatedness</b> <i>The learner can compose a response that:</i> 1. provides a logical and clear progression of ideas between paragraphs; 2. directly addresses the question; and 3. illustrates and supports the key points.	All indicators are highly evident	Only 2 indicators are highly evident	Only 1 indicator is highly evident	None of the indicators is evident
<b>Development of Idea and Details</b> <i>The learner can compose a response that:</i> 1. articulates ideas and arguments clearly; 2. provides detail to ensure reader understanding; and 3. presents clear alignment between the main argument and content.	All indicators are highly evident	Only 2 indicators are highly evident	Only 1 indicator is highly evident	None of the indicators is evident





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<b>Grammar and Mechanics</b> <i>The learner can compose a response that:</i> <ol style="list-style-type: none"> <li>has no more than three grammatical errors;</li> <li>has no more than three punctuations, spelling, and/or capitalization errors; and</li> <li>includes a vocabulary suitable for the audience and task.</li> </ol>	All indicators are highly evident	Only 2 indicators are highly evident	Only 1 indicator is highly evident	None of the indicators is evident
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**C. Pointing System**

PART	MAX	MIN
<b>Work Samples</b>	<b>28</b>	<b>21</b>
<i>Learning Strand 1 (English)</i>	4	3
<i>Learning Strand 1 (Filipino)</i>	4	3
<i>Learning Strand 2</i>	4	3
<i>Learning Strand 3</i>	4	3
<i>Learning Strand 4</i>	4	3
<i>Learning Strand 5</i>	4	3
<i>Learning Strand 6</i>	4	3
<b>Proficiency Tests</b>	<b>36</b>	<b>28</b>
<i>Reading (English)</i>	9	7
<i>Reading (Filipino)</i>	9	7
<i>Writing (English)</i>	9	7
<i>Writing (Filipino)</i>	9	7
<b>Interview</b>	<b>5</b>	<b>4</b>
Note: the maximum points for the Inter-District Revalida (proficiency tests and interview) is 41 points, while the minimum points to pass is 32 points		
<b>OVERALL TOTAL POINTS</b>	<b>69</b>	<b>53</b>

**D. Transmutation of Scores**

PPA RAW SCORE	PERCENTAGE GRADE
69	100.00%
68	98.55%
67	97.10%
66	95.65%
65	94.20%
64	92.75%
63	91.30%
62	89.86%
61	88.41%
60	86.96%
59	85.51%



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58	84.06%
57	82.61%
56	81.16%
55	79.71%
54	78.26%
53	76.81%

Reminder:

- Only those Division Qualifiers who shall attain an overall score of **fifty-three (53) points or more** and meet the minimum required **thirty-two (32) points** [28 points in the Proficiency Tests and 4 points in the Interview] in the Proficiency Tests and Interview shall be considered as **Presentation Portfolio Assessment Passers**.



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Attachment 3 of **DM-CT-2024-**\_\_\_\_\_

**REMINDERS ON THE ISSUANCE OF CERTIFICATES**

- The template certificate in PPA4 shall be used with the following Portfolio Certificate Number format - Community Learning Center (CLC) Number, School Year, and the sequential number as the Portfolio Certificate Number (Example: 31707833-2023-2024-0123)
- PPA Passers in specialized institutions like the Bureau of Jail Management and Penology (BJMP) and Bureau of Corrections (BuCor), rehabilitation centers, and similar facilities **shall NOT reflect the name of these institutions as CLC in their certificates.** Only the CLC Number shall be used in the Portfolio Certificate number.
- SDOs shall observe the timely release/issuance of the certificates as indicated in the timeline.



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