



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE-CARAGA
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REGIONAL MEMORANDUM

No. 1104, s. 2026

To: Schools Division Superintendents
Chiefs, Curriculum Implementation Division
Division Khan Academy Focal Persons (DKFPs)
Division Information Technology Officers
Division Supply Officers/Property Custodians
Public Schools District Supervisors
School Heads of Khan Academy Implementing Schools
All Others Concerned

RELEASE OF TABLETS TO SCHOOLS DIVISION OFFICES FOR KHAN ACADEMY
IMPLEMENTING SCHOOLS IN SUPPORT OF THE INTEGRATION OF DIGITAL
LITERACY FOR SCHOOL YEAR 2026-2027

1. This Office announces the **release of five hundred seventy-two (572) tablets to eleven (11) Schools Division Offices (SDOs)** for issuance to identified Khan Academy implementing schools, in support of the integration of digital literacy under the approved **Regional Integration Technical Assistance (TA) Framework for the Convergence of Khan Academy and the GBF Class Builder Program, SY 2026-2027**. The tablets are government-owned property; their release, receipt, custody, issuance, and utilization shall be subject to existing laws, rules, and regulations on government property, including Presidential Decree No. 1445 (Government Auditing Code of the Philippines), the Government Accounting Manual (COA Circular No. 2015-007), and the pertinent issuances of the Commission on Audit (COA) and the Department of Education (DepEd).

2. **Objectives.** The release of tablets aims to:

- a. augment the device availability of Khan Academy implementing schools with a verified reduction in functional computer units, thereby sustaining the one-device-per-learner requirement for platform sessions;
- b. strengthen the integration of digital literacy in the conduct of classes, consistent with the approved integration framework;
- c. support the attainment of program targets on learner activation, learning-minutes compliance (at least 30 minutes per week per learner), and skills proficiency; and
- d. ensure the proper custody, accountability, safekeeping, and reporting of the tablets as government-owned property.

3. **Target Recipients.** The target recipients of the tablets are the **Khan Academy implementing schools** in the 11 SDOs, intended to support implementing teachers and learners during classroom instructions. The **SDO, through the Division Khan**



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Academy Focal Person (DKFP), shall identify the recipient schools based on priority needs, in the following order of prioritization:

- a. **First priority** —Khan Academy implementers since SY 2024–2025 in good standing and with a verified need, as certified by the DITO, due to a reduction in functional computer units compared to the number previously verified by Khan Academy before their recognition as official implementers; and
 - b. **Second priority** — Khan Academy implementers since SY 2025-2026 that meet the same conditions on good standing and DITO-certified need under item (a).
4. **Submission of the List of Recipient Schools.** The SDO shall prepare the list of identified recipient schools using the prescribed template in Enclosure No. 2, together with the corresponding DITO certifications, and **submit these documents to this Office through the Curriculum and Learning Management Division (CLMD), duly endorsed by the Schools Division Superintendent, before the tablets are issued to the recipient schools.** Any tablets that cannot be allocated to qualified schools shall be reported to this Office for appropriate action.
5. **Schedule and Procedure for the Release of Tablets.** The tablets shall be released to the recipient schools **until October 30, 2026.** Accordingly, **SDOs shall claim the tablets at the Regional Office as soon as possible** to allow sufficient time for distribution within the prescribed period. The following shall be observed:
- a. **Coordination.** SDOs shall coordinate the schedule of claiming with the **Asset Management Unit (AMU), through its Unit Head, Zenylou F. Buyan,** of this Office.
 - b. **Claiming.** The SDO shall send its authorized representative (preferably the Supply Officer/Property Custodian), who shall present an authorization letter signed by the Schools Division Superintendent and a valid government-issued ID, and shall sign the property documents upon receipt of the units.
 - c. **Issuance to schools.** After claiming, and upon endorsement of Enclosure No. 2 to this Office, the SDO shall issue the tablets to the recipient schools on or before October 30, 2026.
 - d. **Reporting.** The SDO shall submit to the CLMD the copies of the property documents covering the units issued to the schools, upon completion of the issuance. Units that are not claimed within the period shall be subject to appropriate action by this Office.
6. **Guidelines on Accountability and Use.** The following shall be observed by the SDOs and recipient schools:
- a. **Release to SDOs.** The transfer of tablets from this Office to each SDO shall be covered by the appropriate property and accountability documents (e.g., Property Transfer Report and Inventory Custodian Slip or Property Acknowledgment Receipt, as applicable). The SDO, through

its Supply Officer/Property Custodian, shall record the units in the Division property inventory.

- b. **Issuance to recipient schools.** The issuance of tablets by the SDO to recipient schools shall likewise be properly documented. The School Head shall acknowledge receipt and assume accountability for the units issued to the school.
 - c. **Utilization. The tablets shall NOT be issued to individual learners for personal custody or home use.** They shall remain in the custody of the school and shall be used strictly for academic purposes, prioritized for the conduct of classes, particularly in the integration of digital literacy as per the approved integration framework, including the weekly “Khan Academy Time” of at least one (1) full class period per section. Learners may use the tablets only during class sessions, under the supervision of the teacher, and shall return them at the end of each session.
 - d. **Safekeeping and reporting.** Recipient schools shall store the tablets in a secured area within the school (e.g., the computer laboratory or a locked storage cabinet) when not in use, maintain an updated inventory and utilization log, and immediately report any loss, damage, or malfunction following the prescribed procedures on lost, damaged, or unserviceable government property.
 - e. **Applicability of existing policies.** The standard procedures under existing policies of DepEd and related agencies on the release and utilization of such gadgets for learners’ use in school shall apply, including those on property accountability, learner data privacy (Republic Act No. 10173 or the Data Privacy Act of 2012), and child protection and online safety (DepEd Order No. 40, s. 2012, or the DepEd Child Protection Policy), and other relevant issuances, as applicable.
7. **Contact Details.** For queries on the program and the recipient schools, please coordinate with **Rhea J. Yparraguirre**, Education Program Supervisor (EPS) in Mathematics, Curriculum and Learning Management Division, at **rhea.yparraguirre@deped.gov.ph**. For the claiming of the tablets, please coordinate with **Zenylou F. Buyan**, Unit Head, Asset Management Unit.
8. Immediate and widest dissemination of this Memorandum to all concerned is directed.

ALLAN G. FARNAZO
Director IV

RJY/CLMD/RM- Release of Tablets to SDOs for Khan Academy Implementing Schools
17243/October 12, 2022



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(Enclosure No. 1 to Regional Memorandum No. 1104 , s. 2026)

ALLOCATION OF TABLETS PER SCHOOLS DIVISION OFFICE

No.	Schools Division Office	Number of Tablets
1	Agusan del Norte	49
2	Agusan del Sur	63
3	Bayugan City	20
4	Bislig City	29
5	Butuan City	59
6	Cabadbaran City	49
7	Siargao	59
8	Surigao City	49
9	Surigao del Norte	68
10	Surigao del Sur	107
11	Tandag City	20
TOTAL		572

*Note: **SDO Dinagat Islands**, a new implementer in SY 2026–2027, has no allocation, as its verified school is deemed to have met the required 1:1 learner-device ratio.*



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(Enclosure No. 2 to Regional Memorandum No. _____, s. 2026)

**LIST OF IDENTIFIED RECIPIENT SCHOOLS
AND CERTIFICATION OF VERIFIED NEED**

Schools Division Office of _____

Order of prioritization: (1) Khan Academy implementers since SY 2024-2025 in good standing with DITO-certified verified need; (2) SY 2025-2026 implementers in good standing with DITO-certified verified need.
List schools by order of priority.

No.	Name of School	School ID	Year Started (SY)	Program Standing	Functional Units Verified by Khan Academy (previous SY)	Current Functional Units (per DITO)	Tablets to be Issued
1							
2							
3							
4							
5							
6							
7							
8							
TOTAL							

CERTIFICATION

This is to certify that the schools listed above have fewer functional computer units than those initially verified by Khan Academy, as confirmed through the undersigned's inventory and validation.

Prepared by:

Division Khan Academy Focal Person

Certified by:

Division Information Technology Officer

Endorsed by:

Schools Division Superintendent



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