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Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY

16 January 2020

REGIONAL MEMORANDUM

No. 11, s. 2020

ANNUAL REGIONAL ACTIVITY FOR LEGAL (ARAL)

To: Schools Division Superintendents
All Concerned

1. As part of the commitment to continually improve legal services in the Region, the conduct of an Annual Regional Activity for Legal (ARAL) is hereby institutionalized; the conduct of which is authorized yearly.
2. It will be a week-long activity, which may include the conduct of coordination meetings, advocacy campaigns, data updating workshops, writeshops, dialogues, Legal Assistance through Interaction and Discussion (Legal AID) Caravans, recognition programs, team building, and other activities aimed at enhancing the delivery of legal services in the field.
3. Every year, the activity will be spearheaded by the regional legal unit in collaboration with the identified host Schools Division Office. Assignment of tasks will depend on the agreements and project proposals. Thus, both offices will ensure the inclusion of the activity in their respective annual work and financial plans.
4. The first ARAL will be conducted this year. One of the highlights of ARAL is the recognition, through awards and citations, of offices/individuals that continuously contribute to the development and progress of legal services in Region 02.
5. For its kick off, the rewards aspect will consist of three (3) categories, to wit:
 - a. Best Performing Legal Unit
 - b. Best Performing Division (Legal Lens: Child Protection Champion/School Sites Titling and Registration Champion)
 - c. Best School-Based Child Protection Policy
6. These awards will be conferred based on a specific set of guidelines to be carefully crafted by an *ad hoc committee* for the purpose and are given to appreciate the efforts and accomplishments of our partners in the field of legal service.
7. For guidance, please find hereunder an indicative schedule of activities:

ACTIVITY	TARGET DATE
Issuance of Memorandum designating the <i>Ad Hoc Committee</i>	January 2020
1. Guidelines	
2. Results Evaluation	



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Drafting of Criteria/Guidelines by the <i>Ad Hoc Committee</i>	January to February 2020
Submission of Initial Set of Guidelines to Schools Division Offices (SDOs) for Comment	February 2020
Submission of Draft Guidelines to the PRAISE Committee	February to March 2020
Issuance of Regional Memorandum regarding the conduct of the ARAL and the Mechanics for the Awards	March 2020
Call for the Submission of Entries, as appropriate	March 2020
Deadline of Submission of Entries, as appropriate	April 2020
Preliminary Evaluation	May-June 2020
Rating/Evaluation of Entries/Documents by the <i>Ad Hoc Committee</i>	May-June 2020
Finalization of Results	June 2020
Awarding Program during the ARAL	July 2020

8. For information, guidance, and compliance.


ESTELA L. CARIÑO, EdD, CESO IV
 Director IV/Regional Director

Incl.: As stated
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