

Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

April 25, 2023


**REGIONAL MEMORANDUM**

No. 308, s. 2023

**To:** Schools Division Superintendents  
Heads, School Health & Nutrition Section

**GUIDELINES ON THE CONDUCT OF THE NATIONAL CONSULTATIVE  
WORKSHOP ON THE IMPLEMENTATION OF PROGRAMS, PROJECTS AND  
ACTIVITIES (PPAs) UNDER THE BUREAU OF LEARNERS SUPPORT SERVICES  
(BLSS)**

1. Attached is a Memorandum from the Office of the Assistant Secretary for Operations, Dr. Dexter A. Galban dated April 13, 2023, entitled Guidelines on the Conduct of the National Consultative Workshop on the Implementation of Programs, Projects, Activities (PPAs) Under the Bureau of Learners Support Services (BLSS).
2. The contents of which are self-explanatory for information, guidance, and appropriate action of all concerned.
3. For more queries and/or clarification, please contact Dr. Connie P. Geganayao, Medical Officer IV, School Health and Nutrition Unit with email: shnu\_depedncr@yahoo.com
4. Immediate and wide dissemination of this Memorandum is desired.

  
**WILFREDO E. CABRAL, CESO III**  
Regional Director

Encl.: As stated  
Reference:  
To be indicated in the Perpetual Index



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Republic of the Philippines  
**Department of Education**  
**OFFICE OF THE ASSISTANT SECRETARY FOR OPERATIONS**  
**BUREAU OF LEARNER SUPPORT SERVICES**  
School Health Division | School Sports Division | Youth Formation Division

MEMORANDUM

13 April 2023

FOR : ALL REGIONAL DIRECTORS

SUBJECT : GUIDELINES ON THE CONDUCT OF THE NATIONAL CONSULTATIVE WORKSHOP ON THE IMPLEMENTATION OF PROGRAMS, PROJECTS, AND ACTIVITIES (PPAs) UNDER THE BUREAU OF LEARNER SUPPORT SERVICES (BLSS)

The Operations Strand of the Department of Education (DepEd) ensures the capacity of the organization to continuously improve and be strategic in managing the environment for which “teaching and learning” takes place.

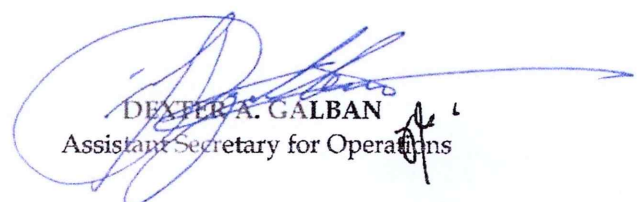
Under the strand is the Bureau of Learner Support Services (BLSS) which formulates the national framework for all learner support services and issue policies and standards to guide the programs for the holistic development of learners that complement the curricular offerings.

In this connection, the BLSS-Office of the Director and its divisions will conduct a **National Consultative Workshop on the Implementation of Programs, Projects, And Activities (PPAs) under the Bureau of Learner Support Services (BLSS)** to discuss the accomplishments, status and challenges in the implementation of their PPAs. Data gathered hereafter will serve as inputs to the BLSS Harmonization Policy. The expected participants are the implementing units (regional and division focal persons and participating schools) of SBFP, SDHCP, Youth Formation and School Sports Program, and other LSP-funded activities.

With this, the Office of the Undersecretary for Operations issues the *Guidelines on the Conduct of the National Consultative Workshop on the Implementation of PPAs under the BLSS (Annex A)*.

For questions and concerns on this subject, kindly contact the BLSS-OD through email at [blss.od@deped.gov.ph](mailto:blss.od@deped.gov.ph) or telephone no. (02) 8635-3763.

For information and compliance.

  
DEXTER A. GALBAN  
Assistant Secretary for Operations

## Annex A

### Guidelines on the Conduct of the National Consultative Workshop on the Implementation of PPAs under the BLSS

#### I. Objectives

The National Consultative Workshop aims to:

- determine the status of PPAs including fund utilization and accomplishments at the field offices and schools;
- identify and analyze issues and challenges in program implementation;
- determine the effectiveness of policies and guidelines on program delivery, institutional arrangements, fund allocation and utilization, and implementation mechanisms on the ground; and
- recommend action points for improvement and harmonization of PPA implementation.

#### II. Mechanics

##### 1. Regional Reporting of PPA Status Report

- a. Each Region will be given 15 minutes to present its summary report containing the status, challenges, interventions, and recommendations in the implementation of the SBFP, SDHCP, Youth Formation and School Sports Program and other LSP-funded activities supporting OKD.
- b. Reporting template can be accessed through this link <https://bit.ly/PPTTemplateUploadOutput>
- c. Submission of the Regional Report shall be uploaded in the folder per Region via the same link. Deadline of uploading of report is on or before April 26, 2023.

##### 2. Participation of Regional and Division Focal Persons

The Regional and Division focal persons will attend the consultations in order to capture the status of operations and challenges in the implementation of PPAs in their respective offices.

##### 3. Participatory Approach and Harmonization of Action Plans

The activity will harness participatory approach and ensure harmonization of PPAs at the Regional and Division levels.

##### 4. Involvement of SDHCP and SBFP Recipient Schools

The consultation workshop shall include selected recipient schools of SBFP and SDHCP.

#### III. List of Participants and Schedule of Activities

1. The consultative workshop shall be conducted on May 2-5, 2023 within Cavite (exact venue to be communicated).
2. See attached tentative program and list of participants for reference (Annex B and C).
3. All participants shall pre-register to this link <https://bit.ly/RegLinkNationalWorkshop> until April 21, 2023.

#### IV. Fund Allocation

1. Travelling expenses of all the participants shall be charged to local funds.
2. Board and lodging will be provided by the BLSS.

**Annex B**

**LIST OF PARTICIPANTS**

**Regional Office**

1.	ESSD Chief	17
2.	Medical Officer IV	17
3.	Dentist III	17
4.	Nutritionist Dietitian II	17
5.	Nurse-In-Charge	17
6.	PDO (Youth Formation Coordinator)	17
<b>TOTAL</b>		<b>102</b>

**Division Office**

1.	SGOD Chief	228
<b>TOTAL</b>		<b>228</b>

**Schools - 2 Schools per region; 4 representatives per school**

1.	Region I	8
2.	Region II	8
3.	Region III	8
4.	Region IV-A	8
5.	Region IV-B	8
6.	Region V	8
7.	Region VI	8
8.	Region VII	8
9.	Region VIII	8
10.	Region IX	8
11.	Region X	8
12.	Region XI	8
13.	Region XII	8
14.	CARAGA	8
15.	CAR	8
16.	NCR	8
17.	BARMM	8
<b>TOTAL</b>		<b>136</b>

**I. Secondary School**

- School Head
- Teacher - School Health Coordinator
- Teacher - School Sports Coordinator
- Teacher - Youth Formation Coordinator

**II. Central Elementary School**

- School Head
- Teacher - School Health Coordinator
- Teacher - School Sports Coordinator
- Teacher - Youth Formation Coordinator

Annex C

PROGRAM OF ACTIVITIES

DAY 1; May 2, 2023		
AM	Arrival  Registration  Opening Program	
PM	OUOPs and OASOPs Strategic Plan for 2023-2028  BLSS Strategic Plan for 2023-2028	<ul style="list-style-type: none"> <li>- Undersecretary Revsee A. Escobedo</li> <li>- Assistant Secretary Dexter A. Galban</li>   <li>- Dir. Nenneth Esplana-Alama</li> </ul>
	Presentation per Division (Mandates/ Programs/ Fundings)  15-20 mins per presenter	<ul style="list-style-type: none"> <li>• <b>Chiefs</b> <ul style="list-style-type: none"> <li>- Maria Corazon Dumlao, SHD</li> <li>- Cesar Abalon, SSD,</li> <li>- Rovin James Canja, YFD</li> </ul> </li> </ul>
DAY 2; May 3, 2023		
AM		
8:30am-9:00am	Preliminaries	
9:00am- 2:00pm	Presentation per region (17 regions x 15 mins)	All Regions
2:00pm-5:00pm	PM Break-out Session (Small Group Input Session) -Challenges -Interventions / Best Practices -Recommendation	<ul style="list-style-type: none"> <li>• <b>Regional Office</b> <ul style="list-style-type: none"> <li>➤ Mariblanca Piatos (Facilitator)</li> <li>➤ Phanny Ramos (documenter)</li> <li>➤ Claire Paclibar (documenter)</li> <li>➤ Belinda Beltran (documenter)</li> </ul> </li> <li>• <b>School Division Office</b> <ul style="list-style-type: none"> <li>➤ Rovin (Facilitator)</li> <li>➤ Girlie Azurin (documenter)</li> <li>➤ Jessica Brillantes (documenter)</li> <li>➤ Jodi Bermundo (documenter)</li> </ul> </li> <li>• <b>School Level</b> <ul style="list-style-type: none"> <li>➤ Vonerich Berba (Facilitator)</li> <li>➤ Magdalene Cariaga (documenter)</li> <li>➤ Jemalyn Aceveda (documenter)</li> <li>➤ Carmella Mergenio (documenter)</li> </ul> </li> </ul>

DAY 3; May 4, 2023		
AM 8:30-9:00am	Preliminaries	
9:00am- 12:00nn	Synthesis	Maria Corazon Dumlao Cesar Abalon Marivic Tolitol Gian Adao Lemuel Valles
PM 1:00pm- 5:00pm	Panel Discussion	Maria Corazon Dumlao (Panelist) Cesar Abalon (Panelist) Marivic Tolitol (Moderator)
7:00pm	<ul style="list-style-type: none"> <li>- Presentation of Draft Policy and RBME</li> <li>- Social Behavioral Change</li> <li>- Data Hub</li> </ul> <p>Socialization Night; Summer Theme: Pistahan sa BLSS</p>	<p>Dan Paul Santos</p> <p>Lemuel Valles</p> <p>Vonerich Berba</p>
DAY 4; May 5, 2023		
9:00am-12:00nn	<p>Action Points and Agreements</p> <p>Summary and Ways Forward</p> <p>Closing Program</p> <p>Departure</p>	