



Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION

REGIONAL MEMORANDUM
ORD 2023-383

TO : **SCHOOLS DIVISION SUPERINTENDENTS**
 SDO Manila
 SDO Parañaque City
 SDO Pasay City

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

SUBJECT : **PILOT ROLL-OUT PROJECT CIRCULAR EXPLORER EDUCATION**

DATE : May 15, 2023

1. This is in reference to the letter of Mr. Francis A. Macatulad, President, Asia Society for Social Improvement and Sustainable Transformation on the conduct of the above-captioned activity this May 2023.
2. In view of the aforementioned, Schools Division Offices are requested to coordinate the schedule of the activity with the concerned schools.
3. Attached is the said letter for reference.
4. Immediate dissemination of this Memorandum is desired.



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May 4, 2023

DR. WILFREDO E. CABRAL

Office of the Regional Director
Department of Education - NCR
Misamis St., Bago Bantay, Quezon City

CC: **All Division Offices concerned**

DR. LORETA B. TORRECAMPO

Schools Division Superintendent
Department of Education - Pasay City

DR. MARIA MAGDALENA M. LIM

Schools Division Superintendent
Department of Education - Manila

DR. EVANGELINE P. LADINES

Schools Division Superintendent
Department of Education - Paranaque City

Dear Dr. Cabral:

Greetings from ASSIST!

We are an international NGO geared towards capacity-building, sustainability, and social impact. Since 2003, ASSIST has been working across Asia and parts of Africa and impacted over 1,000,000 people through more than 300 projects.

In line with our objectives, we are currently working on Project Circular Explorer Education Activation with our partners from Holcim Philippines, Inc. and One Earth-One Ocean Manila. We will be conducting a physical pilot roll-out session to review our knowledge assets. The assets and learning materials we have developed aim to raise awareness and educate people on ocean plastic waste, circular economy and sustainability.

The pilot roll-out will be scheduled this month of May according to the most convenient time of the schools and will engage stakeholders (students and teachers) from:

1. Padre Zamora Elementary School;
2. Pasay City South High School;
3. German European School of Manila; and



4. Malayan High School of Science

The objectives of the roll-out sessions are as follows: 1) to assess the effectiveness of knowledge assets; 2) to test the impact of information, education, and communication (IEC) materials and 3) to identify implementation challenges and solutions in the future.

With regards to this, we would like to ask for your office's support by giving us the seal of endorsement. We deem that this will highly-encourage schools and stakeholders to engage in this event. We are also copy furnishing respective Schools Division in this thread. Rest assured that the roll-out sessions will not interfere with the regular class schedules and shall put premium on the best interest of the teachers and students.

A program flow of the event is attached herewith. We hope this merits your favorable considerations.

PILOT ROLL-OUT PROGRAM FLOW

Time	Activity	Particulars
MORNING SESSIONS		
9:00am - 9:15am	Registration and Welcome Remarks ASSIST Team	Registration sheet
9:15am - 9:30am	Introduction of the Program and Objectives Holcim Philippines, Inc.	Program Outline
9:30am - 9:50am	Overview of the Circular Explorer Educational Toolkit Breakout session with ASSIST Team	For the Teachers: Teacher's Deck Teacher's Guidebook Teacher's Manual For the Students: Handout Comicbook Student's Workbook AEV Infomercial
9:50am - 10:50am	Pre-testing of the Knowledge Assets	5 teachers and 5-10 students to review the assets
11:00-11:15	Break	
11:15-11:45 am	Group Review and Feedbacking ASSIST Team	Focused Group Discussion and Feedback with the facilitator



11:45am - 12:00nn	Closing Remarks One Earth-One Ocean Manila	Closing Remarks and Next Steps
AFTERNOON SESSION		
2:00pm - 2:15pm	Registration and Welcome Remarks ASSIST Team	Registration sheet
2:15pm - 2:30pm	Introduction of the Program and Objectives Holcim Philippines, Inc.	Program Outline
2:30pm - 2:50pm	Overview of the Circular Explorer Educational Toolkit Breakout session with ASSIST Team	For the Teachers: Teacher's Deck Teacher's Guidebook Teacher's Manual For the Students: Handout Comicbook Student's Workbook AEV Infomercial
2:50pm - 3:50pm	Pre-testing of the Knowledge Assets	5 teachers and 5-10 students to review the assets
3:0pm - 3:15pm	Break	
3:15pm -3:45pm	Group Review and Feedbacking ASSIST Team	Focused Group Discussion and Feedback with the facilitator
3:45pm - 4:00pm	Closing Remarks One Earth-One Ocean Manila	Closing Remarks and Next Steps

Should you have queries or concerns, you may contact our Project Manager, Casey Anne Cruz, at (+63) 936-0711-274 or email at casey.cruz@assistasia.org.

Thank you very much for your time and looking forward to your most favorable response.

Best Regards,

Francis A. Macatulad
Executive Director