



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



REGIONAL MEMORANDUM
ORD-2023- 639

TO : **REGIONAL CHIEF EDUCATION SUPERVISOR, ESSD**
SCHOOLS DIVISION SUPERINTENDENTS
SDO Caloocan City
SDO Makati City
SDO Malabon City
SDO Mandaluyong City
SDO Muntinlupa City
SDO Paranaque City
SDO Quezon City
SDO Taguig-Pateros
SDO Valenzuela

FROM : **OFFICE OF THE REGIONAL DIRECTOR**

SUBJECT : **SERIES OF COORDINATION MEETING IN PREPARATION**
FOR THE LEARNERS' CONVERGENCE PH 2023

DATE : July 14, 2023

1. Pursuant to attached Unnumbered DepEd Memorandum dated June 20, 2023 from Dr. Dexter A. Galban, Assistant Secretary for Operations and LearnCon PH Steering Committee Co-Chair re: Preparation for the LearnCon PH 2023 Final Meeting, the Schools Divisions and Regional Office Units concerned are requested to attend the Final Meeting of the LearnCon Technical Working Group (TWG) on July 19-21, 2023 at the RELC-NEAP, Concepcion, Marikina City.

2. Attendees to the final meeting are the following NCR-TWG :

Name	Designation	Office
Atty. Annaliza G. Esperanza	Atty. IV, Head, Legal Unit	DepEd NCR
Dr. Connie P. Gepanayao	Medical Officer IV	DepEd NCR
Dr. Gina L. Cruz	SEPS / Regional Youth Formation Focal	DepEd NCR
Joshua Kenneth Lazaro	PDO I	SDO Caloocan City
Leandro Balcon	PDO I	SDO Caloocan City



Misamis St., Bago Bantay, Quezon City

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Mark Philip Ragos	PDO I	SDO Makati City
Donna Capuli	PDO I	SDO Malabon City
Vince Jhon Yanga	PDO I	SDO Malabon City
Laraine Quibuyen	PDO I	SDO Mandaluyong City
Sue Ann Yago	PDO I	SDO Muntinlupa City
King S. Torres	PDO I	SDO Muntinlupa City
Mark Gerome Catchillar	PDO I	SDO Paranaque City
Rudolf James Dato	PDO I	SDO Quezon City
Lorilyn Lea	PDO I	SDO Taguig-Pateros
Elias Adrian K. Santos II	PDO I	SDO Valenzuela City
Richmae L. Dantes	PDO I	SDO Valenzuela City

3. The transportation and other miscellaneous expenses to be incurred by the participants for the above-mentioned activity shall be charged to MOOE and/or local funds subject to usual accounting and auditing rules and regulations.

4. Attached is the Indicative Program of Activities, for reference.

5. For immediate dissemination.


WILFREDO E. CABRAL, CESO III
Regional Director



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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

OM-OASOPS-2023-01__

MEMORANDUM

TO : **Learners' Convergence PH 2023 Secretariat**
All Others Concerned

FROM : **DR. DEXTER A. GALBAN**
Assistant Secretary for Operations
Co-Chairperson, LearnConPH Steering Committee

Digitally signed by
Asec. Dexter A. Galban on
June 26, 2023, 4:13PM
ASDGOM06262023A

SUBJECT : **SERIES OF COORDINATION MEETING IN PREPARATION**
FOR THE LEARNERS' CONVERGENCE PH 2023

DATE : **20 June 2023**

In line with the ongoing preparations for the Learners' Convergence PH 2023, may we kindly request the attendance of the Technical Working Group (TWG) to the face-to-face **series of coordination meetings** on **June 30, July 04, and 19-21 2023**. Please refer to the table below for more details:

Setting	Agenda	Committees/Persons Involved
30 June 2023 Friday Marikina Convention Center Pavilion	Billeting Concerns <ol style="list-style-type: none">Needs: Human Resources and Items for ProcurementLGU Support and AssistanceRegistration and CollateralsTransportation Management (e.g., loading and unloading, parking spaces, entrance & exit)Sleeping QuartersThematic Session VenuesSafety Briefing and Welcome Night PreparationOthers related matters	DepEd CO Focal Persons LGU Representative(s) Billeting/Accommodation Food Billeting School Coordinators Billeting Schools' Staff Transportation and Traffic Management Safety and Security Medical/First Aid Child Protection
04 July 2023 Tuesday Marikina Convention	Program of Activities <ol style="list-style-type: none">Stage and Venue Set-upCreative RequirementsSounds and lights arrangement	Programs Documentation and Communications Creatives, Stage Setup, &

Center Pavilion	<ol style="list-style-type: none"> 4. Booth Ingress and Egress 5. Technical Rehearsals 6. Documentation and Event Promotions 7. Special Numbers & Performances 8. Others related 	Decorations Technical and Production Cultural and Entertainment Guest Relations ICT and Social Media Promotions Marketing and Sponsorship IJA and SEHS Performance Coordinators School Paper Advisers DepEd NCR TWG
19-21 July 2023 Wednesday-Friday Marikina Convention Center	Final Meeting of the LearnCon PH 2023 Technical Working Group <ol style="list-style-type: none"> 1. Committee Updates 2. Final Preparation of Billeting Schools 3. Open Discussion 4. Others related to the event 	<ol style="list-style-type: none"> 1. Events Committees 2. Finance and Administration Committee 3. Billeting School Staff 3. LGU representatives 4. Selected partners and collaborators <i>(Please see attached List of TWG)</i>

Please see **Annexes A** and **B** for the Indicative Program of Activities and list of the expected participants for your reference.

For more information, please contact Mr. Rovin James F. Canja, BLSS-LFD Project Development Officer IV, Officer-in-Charge; and Mr. Arman Jay B. Dudas, Senior Technical Assistant II and Overall Event Coordinator at email blss.lfd@deped.gov.ph and (cc: learnconph@deped.gov.ph) or at telephone number 8637-9814.

Earnestly looking forward to your positive response on this matter.

For your information and guidance. Thank you.

Annex A

Time Schedule	Minutes	Topic	In-Charge/Discussants
30 June 2023, Friday			
9:00 am – 9:30 am	30	Registration (Attendance, Billeting Assignment, and Distribution of Collaterals)	Juniel Arvin Doloque Project Development Officer II, BLSS-LFD
9:31 am – 9:50 am	20	Sleeping Quarters	Menere R. Nasiad Project Development Officer II, SDO Marikina City
9:51 am – 10:10 am	20	Supervised Tour	Billeting Coordinators
10:11 am – 10:40 am	30	Safety Briefing and Orientation	Arman Jay B. Dudas Senior Technical Assistant II/Overall Event Coordinator, BLSS-LFD
10:41 am – 11:10 am	20	Welcome Night	Billeting Coordinators Roseo S. Caburian Public Schools District Supervisor, SDO Marikina City
11:11 am – 12:00 nn	50	Food Distribution	Doris R. Jasme Senior Education Program Specialist, SDO Marikina City
12:01 nn – 1:00 nn	60	Lunch Break	SDO Marikina City
1:01 pm – 1:20 pm	20	Thematic Session and Rehearsal Venues	Billeting Coordinators Arman Jay B. Dudas Senior Technical Assistant II/Overall Event Coordinator, BLSS-LFD
1:21 pm – 2:15 pm	20	Transportation (Loading, Unloading, Parking)	Risheill Guevara Project Development Officer I, SDO Marikina City
2:16 pm – 3:00 pm	45	LGU Assistance (Installation of Make-shift Shower Rooms and Portalets, signages, etc.)	LGU Representative Leilani N. Villanueva Education Program Supervisor, Curriculum Implementation Division, SDO Marikina City
3:00 pm – 3:20 pm	20	Medical/First Aid	Mariblanca Cornelia Piatos Medical Officer IV, BLSS-School Health Division

3:21 pm – 3:40 pm	20	Safety and Security	Paolo Aquino Project Development Officer II, Disaster Risk Reduction and Management Service, DepEd CO
3:41 pm – 4:00 pm	20	Child Protection and Help Desk	SDO Representative Clint Richard Chua Senior Technical Assistant II, Learner Rights and Protection Office, DepEd CO
04 July 2023, Tuesday			
9:00 am – 9:20 am	20	Stage and Venue Setup	Elisha Dawn Mazon Education Program Specialist II, SDO Marikina City
9:21 am – 9:40 am	20	Sound and Light System	
9:41 am – 10:00 am	20	Booth Ingress and Egress	Arman Jay B. Dudas Senior Technical Assistant II/Overall Event Coordinator, BLSS-LFD
10:01 am – 10:30 am	30	Technical Rehearsals	
10:31 am – 11:30 am	60	Documentation Plan	Clarence S. Canton Guidance Service Specialist II, BLSS-LFD
11:31 am – 12:00 nn	30	Media Promotions (Social Media and Website)	Matt Gaven Matibag Project Development Officer II, BLSS-LFD
12:01 nn – 1:00 pm	60	Lunch Break	SDO Marikina City
1:01 pm – 1:30 pm	30	Opening Program	Arman Jay B. Dudas Senior Technical Assistant II/Overall Event Coordinator, BLSS-LFD
1:31 pm – 1:50 pm	20	Special Numbers and Performances	Roseo S. Caburian Public Schools District Supervisor, SDO Marikina City
1:51 pm – 2:10 pm	20	Attendance to Palarong Pambansa Opening Ceremony	Jessica Elizabeth S. Brillantes Senior Education Program Specialist, BLSS-School Sports Division
2:11 pm – 3:00 pm	50	Thematic Learning Sessions	Arman Jay B. Dudas Senior Technical Assistant II/Overall Event Coordinator, BLSS-LFD
3:01 pm – 3:30 pm	30	Simultaneous Sessions	BLSS-LFD, BLSS-SSD, BLSS-SHD, DRRMS, and LRPO representatives
3:31 pm – 4:00 pm	30	Closing Program	Arman Jay B. Dudas

			Senior Technical Assistant II/Overall Event Coordinator, BLSS-LFD Roseo S. Caburian Public Schools District Supervisor, SDO Marikina City
19 July 2023 - Wednesday: EVENTS COMMITTEE UPDATES			
8:00 am - 8:10 am	10	Preliminaries	SDO Marikina City
8:11 am - 8:20 am	10	Messages	Dr. Dexter A. Galban Assistant Secretary for Operations Ma. Evalou Concepcion A. Agustin Schools Division Superintendent, SDO Marikina City
8:21 am - 8:30 am	10	Meeting Overview	Nenneth Esplana-Alama Director IV, Bureau of Learner Support Services
8:31 am - 9:00 am	30	LearnCon PH 2023 Secretariat	Rovin James F. Canja Project Development Officer IV/Officer-In-Charge, BLSS-Learner Formation Division
Committee Updates			
9:01 am - 10:00 am	60	Programs, Cultural, and Entertainment Committee	Arman Jay B. Dudas Senior Technical Assistant II/Overall Event Coordinator, BLSS-LFD Roseo S. Caburian Public Schools District Supervisor, SDO Marikina City
10:01 am - 11:00 am	60	Communication and Documentation	Clarence S. Canton Guidance Service Specialist II, BLSS-LFD
11:01 am - 12:00 am	60	Registration	Juniel Arvin Doloque Project Development Officer II, BLSS-LFD Clare Michelle I. Paclibar Project Development Officer II, BLSS-LFD
12:01 am - 1:00 pm	60	Lunch Break	SDO Marikina City

1:01 am – 2:00 am	60	Creatives, Technical and Production, and Decoration and Venue Setup	Elisha Dawn Mazon Education Program Specialist II, SDO Marikina City Ferdinand L. Tugano Technical Assistant II, BLSS-LFD
2:01 pm – 3:00 pm	60	Guest Relations (Resource Persons and VIPs)	Jemalyn Beatriz V. Aceveda Project Development Officer II, BLSS-LFD Jufael P. Pulvosa Technical Assistant II, BLSS-LFD
3:01 pm – 3:30 pm	30	ICT and Social Media Promotions	Matt Gaven Matibag Project Development Officer II, BLSS-LFD
3:31 pm – 4:00 pm	30	Evaluation	Gina R. Viduya Project Development Officer II, BLSS-LFD
20 July 2023, Thursday: FINANCE AND ADMINISTRATION COMMITTEE UPDATES			
8:00 am – 8:10 am	10	Preliminaries	SDO Marikina City
8:11 am – 8:20 am	10	Recapitulation	SDO Marikina City
Committee Updates			
8:21 am – 9:00 am	40	Logistics and Supplies	Leilani N. Villanueva Education Program Supervisor, Curriculum Implementation Division, SDO Marikina City
9:01 am – 10:00 am	60	Safety and Security	Paolo Aquino Project Development Officer II, Disaster Risk Reduction and Management Service, DepEd CO
10:01 am – 11:00 am	60	Medical/First Aid	Mariblanca Cornelia Piatos Medical Officer IV, BLSS-School Health Division
11:00 am – 12:00 nn	60	Child Protection	SDO Representative Clint Richard Chua Senior Technical Assistant II, Learner Rights and Protection Office, DepEd CO
12:01 nn – 1:00 pm	60	Lunch Break	SDO Marikina City

1:01 pm – 2:00 pm	60	Food	Doris R. Jasme Senior Education Program Specialist, SDO Marikina City
2:01 pm – 3:00 pm	60	Billeting and Accommodation	Juniel Arvin Doloque Project Development Officer II, BLSS- LFD
3:01 pm – 4:00 pm	60	Transportation and Traffic Management	Risheill Guevara Project Development Officer I, SDO Marikina City
21 July 2023, Friday: COMMITTEE MEETING AND REPORTING			
9:00 am – 9:10 am	10	Preliminaries	SDO Marikina City
9:11 am – 9:30 am	20	Recapitulation	SDO Marikina City
9:31 am – 12:00 nn	30	Committee Meeting	LearnCon PH 2023 Secretariat
12:01 nn – 1:00 pm	60	Lunch Break	SDO Marikina City
1:01 pm – 2:30 pm	90	Committee Reporting: Events Committee	Arman Jay B. Dudas Senior Technical Assistant II/Overall Event Coordinator, BLSS-LFD
2:31 pm – 3:30 pm	60	Committee Reporting: Finance and Administration Committee	Juniel Arvin Doloque Project Development Officer II, BLSS- LFD
3:31 pm – 3:50 pm	20	Open Discussion	
3:51 pm – 4:00 pm	10	Closing and Photo Opportunity	