



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

September 15, 2023

REGIONAL MEMORANDUM
ORD – 2023 - 902

To: Schools Division Superintendents

**CONDUCT OF FOCUS GROUP DISCUSSIONS RELATIVE TO THE LITERACY
COORDINATING COUNCIL'S RESEARCH STUDY ON LITERACY**

1. This has reference to the attached Memorandum No. OASEAALS-OM-2023-070 dated June 3, 2023, from G.H. S. Ambat, Assistant Secretary, relative to the above-captioned activity.
2. Particular attention is invited to Annex I titled schedule of Focus Group Discussion.
3. The enclosed participants are enjoined to attend the said activity. Travelling expenses and meals of the participants shall be charged to the downloaded FY 2023 NLPP funds and local funds should there be deficiencies in the downloaded funds, subject to the usual government accounting and auditing rules and regulations.
4. Immediate dissemination of this Memorandum is desired.


WILFREDO E. CABRAL, CESO III
Regional Director



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Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

LIST OF PARTICIPANTS

NAME	DESIGNATION	DIVISION
Dr. Noel D. Bagano	OIC, Schools Division Superintendent	Valenzuela City
Dr. Joel T. Torrecampo	OIC, Schools Division Superintendent	Pasay City
Dr. Evangeline P. Ladines	Schools Division Superintendent	Muntinlupa City
Dr. Filmore Caballero	Chief, CID	Valenzuela City
Dr. Librado Torres	Chief, CID	Pasay City
Dr. Madeline Diaz	Chief, CID	Muntinlupa City
Charito A. Villanueva	Education Program Supervisor	CLMD
John Patrick Palad	EPS, Division ALS Focal Person	Caloocan City
Roselle Sabido	Master Teacher, Division ALS Focal Person	Las Pinas City
Ruben Bertos	EPS, Division ALS Focal Person	Makati City
Cynthia Farma	EPS, Division ALS Focal Person	Malabon City
Jovy Balbuena	EPS, Division ALS Focal Person	Mandaluyong City
Lca Faa	EPSA, Division ALS Focal Person	Manila
Albert Mutia	EPS, Division ALS Focal Person	Marikina City
Marissa Andanza	EPS, Division ALS Focal Person	Muntinlupa City
Josephine Tobias	PSDS, Division ALS Focal Person	Navotas City
Angelica Libera	EPS, Division ALS Focal Person	Paranaque City
Errol John Ruiz	EPS, Division ALS Focal Person	Pasay City
Dulce Santos	EPS, Division ALS Focal Person	Pasig City
Roger Tamondong	EPS, Division ALS Focal Person	Quezon City
Erwin Dela Cruz	EPSA, Division ALS Focal Person	San Juan City
Daisy Mataac	EPS, Division ALS Focal Person	Taguig City & Pateros
Ma. Jennica Sy	EPSA, Division ALS Focal Person	Valenzuela City
Marival Cendana	Education Program Specialist II-ALS	Caloocan City
Maribel Panganiban	Education Program Specialist II-ALS	Las Pinas City
Aileen Hernal	Education Program Specialist II-ALS	Makati City
Elsie Celeste	Education Program Specialist II-ALS	Malabon City
Myla Ramirez	Education Program Specialist II-ALS	Mandaluyong City
Maylenc Rizaldo	Education Program Specialist II-ALS	Manila
Veronica Cena	Education Program Specialist II-ALS	Marikina City
Nerry Ann Lorenzo	Education Program Specialist II-ALS	Muntinlupa City
Luisa Elipan	Education Program Specialist II-ALS	Navotas City
Emerson Sabadlab	Education Program Specialist II-ALS	Paranaque City



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NAME	DESIGNATION	DIVISION
Jomarie Correo	Education Program Specialist II-ALS	Pasay City
Moonclaire De Clarin	Education Program Specialist II-ALS	Pasig City
Dennis Mano	Education Program Specialist II-ALS	Quezon City
Aileen Genoso	Education Program Specialist II-ALS	Taguig City & Pateros
Sara Tejada	Education Program Specialist II-ALS	Valenzuela City
Henry Ilagan	ALS Teacher	
Manuel Crisanto Mendoza	ALS Teacher	
Evie Madolid	ALS Teacher	Malabon City
Cristina Pimentel	ALS Teacher	
Ronaly A. Tungcul	ALS Teacher	Pasay City
Jocelyn F. Antang	ALS Teacher	
Shervin Rosopa	ALS Teacher	Muntinlupa City
Girl Kristine S. Silpedes	ALS Teacher	
Danilo A. De Vera	ALS Teacher	Pasig City
Ronel B. Felonia	ALS Teacher	
Roselle Tresvalles	ALS Teacher	Paranaque City
Mary Ann Paragas	ALS Teacher	
Jeslyn Auayang	ALS learner	Valenzuela City
Louise Sigrid Bagsic	ALS learner	
Aileen Sangcap	ALS learner	
Justin Lomtong	ALS learner	Pasay City
Renato Teves	ALS learner	
Joeleen Rivera	ALS learner	
Hon. Councilor Christoffer Joseph M. Pineda	City Councilor – in charge of Education	LGU Valenzuela City
Hon. Rosalina Leecon	Barangay Kagawad in-charge of Education	
Hon. Jedidiah R. Presnedi	City Councilor – in charge of Education	LGU Muntinlupa City
Hon. Joey Calixto Isidro	City Councilor – in charge of Education	LGU Pasay City



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Republic of the Philippines

Department of Education

OFFICE OF THE ASSISTANT SECRETARY FOR CURRICULUM AND TEACHING
EDUCATION ASSESSMENT AND ALTERNATIVE LEARNING SYSTEM

MEMORANDUM

OASEAALS-OM-2023-070

TO : ALL REGIONAL DIRECTORS

FROM : G.H. S. AMBAT
Assistant Secretary

SUBJECT : CONDUCT OF FOCUS GROUP DISCUSSIONS RELATIVE TO
THE LITERACY COORDINATING COUNCIL'S RESEARCH
STUDY ON LITERACY

DATE : June 2, 2023

The Literacy Coordinating Council (LCC) through the Philippine Normal University (PNU) will conduct the **Focus Group Discussions (FGDs)** relative to the **Research Study on the Development of Benchmarks for Adult Literacy Competencies** in all 16 Regional Offices of the Department of Education (DepEd) from **June to July 2023**.

The outcome of the study will be the benchmark for adult literacy competencies that can be used as reference for policy recommendations on redefining the country's literacy goals, revising the measure of literacy in the country, and developing interventions for curriculum and national and local literacy programs.

The FGDs in each region will be conducted in one day, **exclusive** of travel time. Refer to Annex A for the schedule of the FGDs and Annex II for the Program of Activities.

The LCC research team to facilitate the FGDs is composed of two (2) researchers from PNU and one (1) LCC Secretariat (LCCS) staff. The names and travel details of the research team will be coordinated with the Regional Alternative Learning System focal persons.

In connection with this, the DepEd ROs are requested to identify and invite **sixty** (60) regional participants, following the recommended profiles in Annex III.

The travelling expenses and meals of the participants during the FGDs as well as the use of the function hall, shall be charged to the downloaded FY 2023 NLPP funds, subject to usual accounting and auditing rules and regulations. Additional expenses exceeding the allotted budget shall be charged to the local funds subject to review and approval.

For any clarification, contact Ms. Jem Beryline S. Bualat, Project Development Officer II, via e-mail address jem.bualat@deped.gov.ph cc lcc@deped.gov.ph.

For immediate dissemination.

Copy furnished: **ATTY. REVSEE A. ESCOBEDO**, Undersecretary for Operations
GINA O. GONONG, Undersecretary for Curriculum and Teaching



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ANNEX I.



Republic of the Philippines
Department of Education
 LITERACY COORDINATING COUNCIL SECRETARIAT

SCHEDULE OF FOCUS GROUP DISCUSSIONS

NO.	REGION	PROPOSED SITE	DATES (inclusive of LCC research team's travel time)	ASSIGNED RESEARCHERS	ASSIGNED LCCS' STAFF
1	X	Cagayan de Oro City	July 12-14, 2023	1. Dr. Maria Azela Tamayo 2. Red Honeylee Valencia	1. Jem Beryline S. Bualat
2	CAR	Benguet	July 19-21, 2023	1. Mark San Juan 2. Dr. Analyn Decena	1. Czarina D. Abellonar
3	VII	Cebu City	July 26-28, 2023	1. Dr. Annalyn Jawili-Decena 2. Luisa M. Mañabat	1. Wilfredo A. Catangui
4	VIII	Leyte		1. Dr. Heidi B. Macahilig 2. Mark San Juan	1. Jonnabel D. Escartin
5	IV-B	Calapan, Oriental Mindoro	August 2-4, 2023	1. Dr. Annalyn Jawili-Decena 2. Mark San Juan	1. Jonnabel D. Escartin
6	IV-A	Tagaytay City	August 3-4, 2023	1. Dr. Maria Azela L. Tamayo 2. Red Honeylee Valencia	1. Czarina D. Abellonar
7	V	Legazpi City	August 8-10, 2023	1. Luisa M. Mañabat 2. Red Honeylee Valencia	1. Marikka P. Mampusti
8	II	Carig Sur, Tuguegarao City	August 7-9, 2023	1. Dr. Annalyn Jawili-Decena 2. Mark San Juan	1. Wilfredo A. Catangui
9	IX	Pagadian	August 9-11, 2023	1. Dr. Heidi B. Macahilig	1. Jonnabel D. Escartin



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Republic of the Philippines
Department of Education
 LITERACY COORDINATING COUNCIL SECRETARIAT

NO.	REGION	PROPOSED SITE	DATES (inclusive of LCC research team's travel time)	ASSIGNED RESEARCHERS	ASSIGNED LCCS' STAFF
10	CARAGA	Butuan City	August 9-11, 2023	1. Nancy Ramores 2. Dr. Maria Azela Tamayo	1. Jem Beryline Bualat
11	III	San Fernando, Pampanga	August 29- 31, 2023	1. Luisa M. Mañabat 2. Nancy Ramores	1. Czarina D. Abellonar
				Alternate LCCS Staff: Jem Beryline S. Bualat	
12	I	Vigan, Ilocos Sur	September 13-15, 2023	1. Nancy Ramores 2. Dr. Heidi Macahilig	1. Jem Beryline S. Bualat
				Alternate LCCS Staff: Marikka P. Mampusti	
13	VI	Iloilo City	September 18-20, 2023	1. Dr. Maria Azela L. Tamayo 2. Nancy Ramores	1. Marikka P. Mampusti
14	XI	Davao City		1. Dr. Annalyn Jawili-Decena 2. Mark San Juan	1. Wilfredo A. Catangui
15	XII	Koronadal City		1. Dr. Heidi B. Macahilig 2. Red Honeylee Valencia	1. Jem Beryline S. Bualat
	Region VI/ Region XI / Region XII			Alternate LCCS Staff: Czarina D. Abellonar	
16	NCR	Quezon City	September 29, 2023	1. Dr. Heidi B. Macahilig 2. Nancy Ramores 3. Luisa M. Mañabat	1. Czarina D. Abellonar
				Alternate LCCS Staff: Jonnabel D. Escartin	



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ANNEX II.

Republic of the Philippines
Department of Education

OFFICE OF THE ASSISTANT SECRETARY FOR CURRICULUM AND TEACHING
 EDUCATION ASSESSMENT AND ALTERNATIVE LEARNING SYSTEM

**RESEARCH STUDY ON THE DEVELOPMENT OF BENCHMARKS FOR ADULT
 LITERACY COMPETENCIES - FOCUS GROUP DISCUSSIONS**

PROGRAM OF ACTIVITIES

TIME START - TIME END	ACTIVITY	FACILITATOR/SPEAKER/ RESOURCE PERSON
6:00 AM - 7:30 AM	TRAVEL TIME	
7:30 AM - 8:00 AM	Preparatory Meeting of the PNU Research Team for the conduct of the Focus Group Discussion (FGD) and LCC Secretariat (LCCS) Personnel' Preparation of FGD Materials	
8:00 AM - 9:00 AM	OPENING PROGRAM <ul style="list-style-type: none"> • Philippine National Anthem • Prayer • Welcome Remarks • House Rules • Photo Opportunity 	AVP LCCS Personnel PNU Research Team
9:00 AM - 9:30 AM	Mechanics of the FGD	PNU Research Team
9:30 AM - 12:00NN	FGD Proper	PNU Research Team (to be assisted by the LCCS Personnel)
12:00 NN - 1:00PM	LUNCH	
1:00 PM - 5:00 PM	Continuation of FGD Proper	PNU Research Team (to be assisted by the LCCS Personnel)
6:00 PM - 9:00 PM	HOME BOUND	

Note: Meals to be served to the participants will be AM snack, lunch, and PM snack on the day of the actual FGD. On the other hand, the first meal of the LCC research team will be Breakfast and the last meal will be PM snack on the same day.

The above itinerary is only applicable to National Capital Region (NCR).



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EDUCATION ASSESSMENT AND ALTERNATIVE LEARNING SYSTEM

RESEARCH STUDY ON THE DEVELOPMENT OF BENCHMARKS FOR ADULT LITERACY COMPETENCIES - FOCUS GROUP DISCUSSIONS

BREAKDOWN OF REGIONAL PARTICIPANTS

Note: The selection of participants and the equal distribution of the slots according to the participants' profiles are crucial as these will be contributory to the result of the research study. Due to various geographical challenges in the regions, it is highly recommended that majority of the **nearby** divisions/cities/municipalities in the FGD site be well represented during the activity.

PROFILE OF THE PARTICIPANTS	NO. OF PARTICIPANTS
IMPORTANT NOTE: All regional participants must be aged 16-80 years old.	
DepEd Officials	
• Regional ALS Focal Person	1
• Schools Division Superintendent/Curriculum Implementation Division Chief	3
• Other officials/personnel highly immersed on the implementation of literacy programs	3
ALS	
• ALS Division Focal Person or Education Program Specialist II for ALS	3
• ALS Teacher	3
Formal School Teachers	
• Junior High School Teacher (Public)	4
• Junior High School Teacher (Private)	4
Secondary Learners (if possible, including IPs from different ethnicities):	
• Formal, Senior High School (Public)	4
• Formal, Senior High School (Private)	4
• ALS, Senior High School	4
• ALS, Junior High School	3
Parents of Secondary Learners, Senior High School Level:	
• Public School Learners	3
• Private School Learners	3
Other Professionals within the community such as but are not limited to Engineers, Doctors, etc.	10
Local Government Unit Representatives	5
• City Mayor and/or his/her representative	
• City Administrator and/or his/her representative	
• Literacy Program Coordinator	
• Councilor/Chairman of Education Committee and/or his/her representatives	
• Other staff highly immersed on the implementation of literacy programs	
Nongovernment Organization Representatives engaged on literacy development	3
TOTAL	60