



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

REGIONAL MEMORANDUM
ORD-2023-~~6~~- 970

TO : **SCHOOLS DIVISION SUPERINTENDENTS**
SDO Las Pinas City
SDO Pasig City

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

SUBJECT : **WORKSHOP ON THE DEVELOPMENT OF COURSE OUTLINE FOR FUNCTIONAL EDUCATION AND LITERACY PROGRAM (FELP) – FINANCIAL EDUCATION**

DATE : September 27, 2023

1. This has reference to the attached Memorandum No. DM-CT-2023-312 dated September 25, 2023, from Gina O. Gonong, Undersecretary for Curriculum and Teaching, relative to the above-captioned activity.
2. In connection with this, the enclosed participants are enjoined to:
 - bring their own laptop and extension cord for the workshop
 - travel authority
 - bring reference materials and relevant resources
 - observe the time-on-task policy
3. Board and lodging and other expenses for supplies and materials, travel and other incidental expenses of the participants will be charged to USAID Opportunity 2.0 funds following their guidelines.
4. Immediate dissemination of this Memorandum is desired.



Misamis St., Bago Bantay, Quezon City
Email Address: ncr@deped.gov.ph
Website: <http://www.depedncr.com.ph>

Doc. Ref. Code	RO-ORD-F005	Rev	00
Effectivity	01.26.23	Page	1 of 2



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

LIST OF PARTICIPANTS

NAME	POSITION/DESIGNATION	DIVISION
John Carl Cabarles	Education Program Specialist II-ALS	Las Pinas City
Bernadeth Lugtu	Education Program Specialist II-ALS	Pasig City
Diana Marie Dagli	Public Schools District Supervisor	Pasig City



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Republic of the Philippines

Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM

DM-CT-2023 - 312

TO : **MAY B. ECLAR**
Regional Director, Region III

ALBERTO T. ESCOBARTE
Regional Director, Region IV-A

NICOLAS T. CAPULONG
Regional Director, Region IV-B


GILBERT T. SADSAD
Regional Director, Region V

SALUSTIANO T. JIMENEZ
Regional Director, Region VII

ARTURO B. BAYOCOT
Regional Director, Region X

ALLAN G. FARNAZO
Regional Director, Region XI

WILFREDO E. CABRAL
Regional Director, NCR

FROM : 
GINA O. GOÑONG
Undersecretary

SUBJECT : **WORKSHOP ON THE DEVELOPMENT OF COURSE OUTLINE FOR FUNCTIONAL EDUCATION AND LITERACY PROGRAM (FELP) – FINANCIAL EDUCATION**

DATE : September 25, 2023

The Bureau of Alternative Education (BAE), in partnership with the Education Development Center (EDC), through its USAID Opportunity 2.0 (O2) Program, will conduct the **Workshop on the Development of Course Outline for Functional Education and Literacy Program (FELP) - Financial Education** from October 2 to 6, 2023 in Bohol (*specific venue will be announced in separate issuance*).

This activity specifically aims to identify, design, and develop the following relative to FELP-Financial Education:

1. Learning competencies in the ALS Curriculum corresponding to Financial Education;



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OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

2. Course outline and instructional design of the course material;
3. Matrix of expected learning outcomes to be assessed at the end of the course;
4. Sequence of activities for the development of course materials; and
5. Performance-based learner assessments.

Please see *Attachment No. 1* for the List of Participants and *Attachment No. 2* for the Workshop Design for your reference. Board and lodging, other expenses for supplies and materials, travel and other incidental expenses of the participants will be charged to USAID Opportunity 2.0 funds.

Participants are reminded to:

1. Bring their own laptops, extension cords, and other related reading materials as references for this workshop.
2. Observe the time-on-task policy based on DepEd Order (DO) No. 9, s. 2005, “*Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance therewith.*”

For queries or clarifications, please contact **Michael Angelo V. Infante**, *Senior Education Program Specialist*, BAE - Program Management and System Development Division (PMSDD) through email at bae.pmsdd@deped.gov.ph.

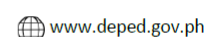
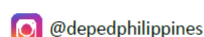
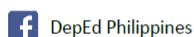
Immediate dissemination of and strict compliance with this Memorandum are directed.

Copy furnished:

ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
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Attachment No. 1 to DM-CT-2023-312

**Workshop on the Development of Course Outline for Functional Education and Literacy Program (FELP) –
Financial Education**

List of Participants

Name	Position/Designation	Region	Division/Office/School
1. Edgardo G. San Andres Jr.	Education Program Specialist II	Region III	SDO Science City of Munoz
2. Ma. Wendyrica G. Bañares	SHS Assistant Principal II	Region IV-A	SDO Rizal - Kasiglahan Village Senior High School
3. Jomar Guray	School Head/School-In-Charge	Region IV-B	SDO Oriental Mindoro-Cabugao NHS
4. Catherine P. Alarzar	Education Program Specialist II	Region V	SDO Camarines Sur
5. Elizabeth R. Escolano	Education Program Specialist II	Region VII	SDO Tagbilaran
6. Pedrito L. Galleros Jr	Education Program Specialist II	Region X	SDO Gingoog City
7. Braian B. Mahinay	Education Program Specialist II	Region XI	SDO Davao City
8. Diana Marie C. Dagli	Public School District Supervisor	NCR	SDO Pasig City
9. John Carl Cabales	Education Program Specialist II	NCR	SDO Las Pinas City
10. Bernadeth Lugtu	Education Program Specialist II	NCR	SDO Pasig City

**WORKSHOP ON THE DEVELOPMENT OF COURSE OUTLINE
FOR FUNCTIONAL EDUCATION AND LITERACY PROGRAM (FELP) – FINANCIAL EDUCATION
October 2 to 6, 2023**

Indicative Program of Activities

TIME	Day 1 (Monday)	Day 2 (Tuesday)	Day 3 (Wednesday)	Day 4 (Thursday)	Day 5 (Friday)
7:00-7:30	Registration of Participants	Breakfast and Registration			
7:31-8:00		Management of Learning			
8:01-9:00	I. OPENING PROGRAM <i>*National Anthem</i> <i>*Prayer</i> <i>*DepEd Quality Policy</i> <i>*Acknowledgment of Participants:</i> <i>*Welcome Remarks:</i> <i>*Message:</i> <i>*Statement of Purpose and *Presentation of Mechanics</i> <i>Photo Opportunity</i>	Workshop 3 Grouping of Financial Education Competencies according to themes	Workshop 5 Designing of Activities and Assessment Strategies/Methods for Financial Education per Course Kit	Workshop 6 Designing the Summative Assessment for Micro-certification	Workshop 7 Completion of the FELP- Financial Education Course (Template 1)
9:01-10:00		HEALTH BREAK			
10:01-10:10		II. Plenary Session Session 1: Overview and Background of Functional Education and Literacy Program (FELP) Session 2: Orientation on the Guidelines and Mechanics of the Workshop on the Development of Course Outline for Functional Education and Literacy Program (FELP) Session 3: Rationale of Financial Education Course	Continuation of Workshop 3 Grouping of Financial Education Competencies according to themes	Continuation of Workshop 5 Designing of Activities and Assessment Strategies/Methods for Financial Education per Course Kit	Continuation of Workshop 6 Designing the Summative Assessment for Micro-certification
10:11-11:00	Presentation and Critiquing of Workshop 3 Output		Presentation and Critiquing of Workshop 5 Outputs	Presentation and Critiquing of Workshop 6 Outputs	Presentation and Critiquing of the Completed FELP-Financial Education Course Template
11:01-12:00	LUNCH				
12:01-1:00	Workshop 1 Discussion on FELP Course Outline Template	Workshop 4 Outlining of Specific Contents of Financial Education Course Outlines	Continuation Workshop 5 Revision of the pre-designed Activities and Assessment Strategies/Methods for Financial Education <i>based on comments and suggestions.</i>	Continuation of Workshop 6 Revision of the pre-designed Summative Assessment for Micro-certification based on comments and suggestions.	Finalization of FELP Course Outline for Financial Education Course based on comments and suggestions
1:01-2:00					
2:01-3:00					
3:01-3:10	HEALTH BREAK				
3:01-4:00	Workshop 2 Harvesting/Mapping of Competencies for Financial Education Course	Continuation of Workshop 4 Outlining of Specific Contents to Financial Education Course Outlines	Continuation of Workshop 5 Revision of the pre-designed of Activities and Assessment	Continuation of Workshop 6	Submission of Final Outputs

Attachment No. 2 to DM-CT-2023- 312

4:01-5:00		Presentation and Critiquing of Workshop 4 Outputs	Strategies/Methods for Financial Education <i>based on comments and suggestions</i> Presentation and Critiquing of Revised Workshop 5 Outputs	Revision of the pre-designed Summative Assessment for Micro-certification Presentation and Critiquing of Revised Workshop 6 Outputs	CLOSING PROGRAM <i>*Prayer and Nationalistic Song</i> <i>*Insights and Impressions</i> <i>*Message of the Director</i> <i>*Awarding of Certificates</i> <i>*Challenge & Acceptance of Challenge</i> <i>*Closing Remarks</i>
Expected Outputs	<ul style="list-style-type: none"> • Participants were given orientation on the Guidelines and Mechanics of the Workshop on the Development of Course Outline for FELP • Finalized FELP Course Outline Template • Mapped/harvested Financial Education Competencies 	<ul style="list-style-type: none"> • Group of Themes generated for Financial Education Course • Agreed Specific Contents for Financial Education Course Outline 	<ul style="list-style-type: none"> • Designed Activities and Assessment Methods for Financial Education per Course Kit 	<ul style="list-style-type: none"> • Final/Summative Assessment for Micro-certification of Financial Education Course 	<ul style="list-style-type: none"> • Finalized FELP Course Outline for Financial Education Course
Officer of the Day	<i>Michael Angelo V. Infante</i>	<i>Brenfel C. Hajan</i>	<i>Michael Angelo V. Infante</i>	<i>Brenfel C. Hajan</i>	<i>Michael Angelo V. Infante</i>