




Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

REGIONAL MEMORANDUM
ORD-2023-1287

TO : DR. SHERYLL T. GAYOLA
Schools Division Superintendent
Division of Pasig City

FROM : JOCELYN DR ANDAYA 
Director IV

SUBJECT : PARTICIPATION IN THE WORKSHOP ON THE EVALUATION
OF APPLICATION DOCUMENTS OF PRIVATE MADARIS FOR
FINANCIAL ASSISTANCE FOR SY 2023-2024

DATE : December 11, 2023

1. This is in reference to the attached Memorandum No. DM-CT-2023-395 dated November 28, 2023, from Assistant Secretary Alma Ruby C. Torio, Officer-in-Charge, Office of the Undersecretary for Curriculum and Teaching, relative to the above-captioned activity.
2. In connection with this, the Asia Academic Integrated School, Inc. is advised to:
 - attend the workshop with their laptop
 - bring the pre-evaluated requirements/documents (soft and hard copy) for School Year 2023-2024
3. For further information and clarification regarding this matter, please contact Ms. Marites P. Romen, Supervising Education Program Specialist, Bureau of Learning Delivery – Student Inclusion Division (BLD-SID) through email address marites.romen@deped.gov.ph.
4. Immediate dissemination of this Memorandum is desired.



Misamis St., Bago Bantay, Quezon City

Email Address: ncr@deped.gov.ph
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Doc. Ref. Code	RO-ORD-F005	Rev	00
Effectivity	01.26.23	Page	1 of 2



Republic of the Philippines

Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM

DM-CT-2023- 395

TO : REGIONAL DIRECTORS

FROM : ALMA RUBY C. TORIO
Assistant Secretary for Curriculum and Teaching
Officer-in-Charge
Office of the Undersecretary for Curriculum and Teaching

SUBJECT : PARTICIPATION IN THE WORKSHOP ON THE EVALUATION OF APPLICATION DOCUMENTS OF PRIVATE MADARIS FOR FINANCIAL ASSISTANCE FOR SY 2023-2024

DATE : November 28, 2023

To ensure the continuous and efficient provision of support funds to private madaris in line with the standards set in DepEd Order No. 49 s. 2021, the Bureau of Learning Delivery - Student Inclusion Division (BLD-SID) will conduct the **Workshop on the Evaluation of Application Documents of Private Madaris for Financial Assistance for SY 2023-2024** on December 13-15, 2023 in Cebu City, Region VII. The specific venue will be announced through a separate advisory.

Specifically, this activity aims for the participants to:

- be re-oriented on the current guidelines on the grant of financial assistance to private madaris adopting the K to 12 basic education curriculum;
- evaluate the authenticity, completeness, and compliance of application documents of private madaris for financial assistance; and
- express strong commitment to upholding the standards set by DepEd for the grant of financial assistance.

Participants in this activity are select Regional and Division Madrasah Education Program Coordinators (RMEPCs/DMEPCs), as well as School Administrators and Finance Officers of private madaris from implementing regions listed in Annex A. They are advised to pre-register online not later than December 4, 2023 through this link: <https://tinyurl.com/PM-Registration>.

The RMEPCs are expected to collect and ensure the authenticity, completeness, and compliance of application documents of their private madaris and bring the same with endorsement of their Regional Director during the aforesaid activity.

Participants are requested to bring their laptop. They are advised to take the most economical means of transportation and arrive at the venue a day before the activity. The first meal to be served is **dinner of Day 0** while the last meal is **breakfast of**

1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
Direct Line: (632) 8633-7202/8687-4146 E-mail: ouci@deped.gov.ph





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Day 3. See Annex B for the Program of Activities.

Accommodation, traveling, and other incidental expenses shall be charged to **MEP 2023 Current Funds** and **Local Funds** should there be deficiencies in the allocated funds, subject to the usual government accounting and auditing rules and regulations.

For inquiries or concerns, please contact the BLD-SID, through **Ms. Marites P. Romen**, Supervising Education Program Specialist at marites.romen@deped.gov.ph.

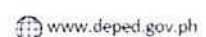
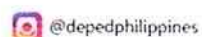
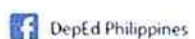
For immediate dissemination and compliance.

Copy furnished:

ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
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Annex A – Distribution of Participants per Region

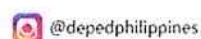
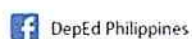
Workshop on the Evaluation of Application Documents of Private Madaris for Financial Assistance for SY 2023-2024 November 27-29, 2023, Cebu City, Region VII

Region	RMEPC	DMEPC	School Administrator (President/ Principal)	Finance Officer	Total
IV-A (CALABARZON)	1		2	2	5
NCR	1		1	1	3
VII	1		1	1	4
IX	1	1	5	5	12
X	1		2	2	5
XI	1	1	4	4	10
XII	1		2	2	5
TOTAL	7	2	17	17	43

Annex B - Indicative Program of Activities



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**Workshop on the Evaluation of Application Documents of Private Madaris
for Financial Assistance for SY 2023-2024**
December 13-15, 2023, Cebu City, Region VII

INDICATIVE PROGRAM OF ACTIVITIES

DAY 0 (December 12, 2023)		
TIME	ACTIVITY	
8:00 AM – 5:00 PM	Travel Period	
5:00 PM – 5:30 PM	Venue Check-In	
5:30 PM – 6:00 PM	Registration	
6:00 PM onwards	Dinner	
DAY 1 (December 13, 2023)		
TIME	ACTIVITY	PERSON INVOLVED
7:00 AM – 8:00 AM	<i>Breakfast</i>	
OPENING PROGRAM		
8:00 AM – 8:30 AM	Management of Learning	MEP Management Team
8:30 AM – 11:00 AM	Welcome Remarks	Dir. Marilyn B. Siao
	Message	Dir. Leila P. Areola
	Introduction of Participants	Ms. Armi S. Victor
	Statement of Purpose	Dr. Nicanor M. San Gabriel Jr.
	Workshop Mechanics	Ms. Marites P. Romen
	House Rules	Mr. Francis Saad
11:00 AM – 12:00 NN	Plenary Presentation of DepEd Order No. 49 s. 2021 “Revised Guidelines on the Grant of Financial Assistance to Private Madaris Adopting the K to 12 BEC”	Dr. Denn Marc P. Alayon
12:00 PM – 1:00 PM	<i>Lunch Break</i>	
BREAK OUT SESSION		
1:00 PM – 1:15 PM	Management of Learning	Management Team
1:15 PM – 3:00 PM	Presentation of the Standard Templates to be used in the application for financial assistance vis-a vis mandatory requirements in applying for financial assistance for Private Madaris	Ms. Marites P. Romen
3:00 PM – 3:15 PM	<i>Afternoon Break</i>	



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3:15 PM – 5:00 PM	Workshop on the Application of the standard template for the PM financial application	
6:00 PM onwards	<i>Dinner</i>	

DAY 2 (December 14, 2023)		
TIME	ACTIVITY	PERSON INVOLVED
6:00 AM – 7:00 AM	<i>Breakfast</i>	
7:45 AM – 8:00 AM	Management of Learning	Management Team
8:00 AM – 9:00 AM	Discussion of Accounting Rules and Regulation vis-à-vis financial assistance application for PM	Accounting Personnel from C.O.
9:00 AM – 10:00 AM	Open Forum / Q and A	Management Team
10:00 AM – 10:15 AM	<i>Morning Break</i>	
10:15 AM – 12:00 PM	Evaluation of Documents of Private Madaris Financial Assistance Applicants	Management Team
12:00 PM – 1:00 PM	<i>Lunch Break</i>	
1:00 PM – 1:15 PM	Continuation of Evaluation of Documents of Private Madaris Financial Assistance Applicants	Evaluation Team
1:15 PM – 3:00 PM		
3:00 PM – 3:15 PM	<i>Afternoon Break</i>	
3:15 PM – 5:00 PM	Continuation of Evaluation of Documents of Private Madaris Financial Assistance Applicants	Evaluation Team
6:00 PM onwards	<i>Dinner</i>	

DAY 3 (December 15, 2023)		
TIME	ACTIVITY	PERSON INVOLVED
7:00 AM – 8:00 AM	<i>Breakfast</i>	
8:00 AM – 8:30 AM	Presentation of the Result of Evaluation	Regional Focal
8:30 AM – 9:00 AM	CLOSING PROGRAM	Management Team
11:00 AM – 12:00 NN	Venue Check-Out	