

Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION

REGIONAL MEMORANDUM
ORD-2023- 1288

TO : **SCHOOLS DIVISION SUPERINTENDENTS**
 SDO Caloocan City
 SDO Makati City
 SDO Malabon City
 SDO Pasay City
 SDO Pasig City
 SDO Quezon City
 SDO Valenzuela City

FROM : **JOCELYN DR ANDAYA**
 Director IV

SUBJECT : **TRAINING OF TRAINERS ON THE LIMITED SCALE-UP IMPLEMENTATION OF WORK-BASED LEARNING (WBL) AND BE YOUR OWN BOSS (BYOB)**

DATE : December 5, 2023

1. This is in reference to the attached Memorandum No. DM-CT-2023-406 dated November 30, 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 enclosed participants are enjoined to:
 - bring their own laptop and extension cord for the workshop
 - related reading materials as references
 - travel authority
3. Travel expenses and accommodation of participants will be charged to Education Development Council (EDC) and USAID Opportunity 2.0 funds.
4. Immediate dissemination of this Memorandum is desired.



Misamis St., Bago Bantay, Quezon City

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LIST OF PARTICIPANTS

NAME	DESIGNATION	DIVISION
Charito A. Villanueva	EPS, Regional ALS Focal Person	CLMD
Dulce O. Santos	EPS, Division ALS Focal Person	SDO Pasig City
Ma. Jennica B. Sy	EPSA, Division ALS Focal Person	SDO Valenzuela City
Romulous P. Guino	Education Program Specialist II-ALS	SDO Makati City
Gemma P. Abanilla	Education Program Specialist II-ALS	SDO Quezon City
Elsie Celeste	Education Program Specialist II-ALS	SDO Malabon City
Villa A. Cabrera	Education Program Specialist II-ALS	SDO Caloocan City
Irish Gregorio	Education Program Specialist II-ALS	SDO Pasay City




Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM
DM-CT-2023-406

TO : **REGIONAL DIRECTORS**
MINISTER, MINISTRY OF BASIC, HIGHER AND TECHNICAL
EDUCATION-BARMM

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

SUBJECT : **TRAINING OF TRAINERS ON THE LIMITED SCALE-UP**
IMPLEMENTATION OF WORK-BASED LEARNING (WBL) AND
BE YOUR OWN BOSS (BYOB)

DATE : **November 30, 2023**

In line with Memorandum No. DM-CT-2023-366 Implementing Guidelines for Limited Scale-up of the Pilot Implementation of Work-Based Learning (WBL) and Be Your Own Boss (BYOB) in the Alternative Learning System (ALS), the Bureau of Alternative Education (BAE) in partnership with USAID Opportunity 2.0 through the Education Development Council (EDC) shall conduct the **National Training of Trainers on the Limited Scale-up of the Pilot Implementation of Work-Based Learning (WBL) and Be Your Own Boss (BYOB) in the Alternative Learning System (ALS) on January 8 to 12, 2024** in Iloilo City (specific venue shall be communicated in a separate issuance).

This activity aims to provide the trainers with an in-depth understanding of the content and delivery of BYOB and WBL. Likewise, this intends to capacitate the prospective core of trainers on the guidelines, processes and procedures of the monitoring and implementation of WBL and BYOB, strengthening their knowledge and skill in cascading the said training to ALS teachers in their respective regions. Further, the session guides and training materials which shall be used in this activity are those developed by EDC.

Please see Attachment No. 1 for the List of Participants and Attachment No. 2 for the Indicative Program of Activities. Participants are required to bring their own laptops, and other related reading materials and references.

The travel expenses and accommodation of participants will be charged to the Education Development Council (EDC) and USAID Opportunity 2.0.

For queries or clarifications, please contact **Mr. Jeffrey F. Florendo**, *Senior Education Program Specialist*, BAE-Program Management and System Development (PMSDD) through email at bae.pmsdd@deped.gov.ph.



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

Attachment No. 1

National Training of Trainers on the Limited Scale-up of the Pilot Implementation of Work-Based Learning (WBL) and Be Your Own Boss (BYOB) in the Alternative Learning System (ALS)

List of Participants

REGION	NAME	DESIGNATION
I	Antonio Laceste	Regional ALS Focal Person
	Edwin Ferrer	Division ALS Focal Person
	Jean Tropel	Division ALS Focal Person
	Reynaldo Mangay-Ayam	Education Program Specialist II for ALS
	Joselito Pascua	Education Program Specialist II for ALS
	Jovito Isla Padua	Education Program Specialist II for ALS
	Nimfa Cruz Molano	Education Program Specialist II for ALS
Lorna Caguioa	Education Program Specialist II for ALS	
II	Roderic B. Guinucay	Regional ALS Focal Person
	Macrino A. Raymundo	Division ALS Focal Person
	Anna Grace M. Gallardo	Division ALS Focal Person
	Glenda Azurin	Education Program Specialist II for ALS
	Ermelyn S. Castillo	Education Program Specialist II for ALS
	Edgar B. Capuno	Education Program Specialist II for ALS
	Froilan Jeph C. Baculina	Education Program Specialist II for ALS
Manny Palattao	Education Program Specialist II for ALS	
III	Engelbert Agunday	Regional ALS Focal Person
	Reynaldo Cabrera	Division ALS Focal Person
	Allen S. Tuyogon	Division ALS Focal Person
	Aimee Berana	Education Program Specialist II for ALS
	Maureen Tipay	Education Program Specialist II for ALS
	Edgardo San Andres Jr.	Education Program Specialist II for ALS
	Roxane Benedicto	Education Program Specialist II for ALS
Vilma Marquez	Education Program Specialist II for ALS	
IV-A	Elaine Balaogan	Regional ALS Focal Person
	Rosemarie Encarnacion	Division ALS Focal Person
	Gerardo Mosca	Division ALS Focal Person
	Elma Aure	Education Program Specialist II for ALS
	Christine Joy C. Mayuga	Education Program Specialist II for ALS
	Norton Asacta	Education Program Specialist II for ALS
	Maria Francesca Fadri	Education Program Specialist II for ALS
April Claire Manlangit	Education Program Specialist II for ALS	
IV-B	Jean Lasquite	Regional ALS Focal Person
	Myla R Suguitan	Division ALS Focal Person
	Marites L. Arenio	Division ALS Focal Person
	Francis C. Macalinao	Education Program Specialist II for ALS
	Jay M. Bautista	Education Program Specialist II for ALS
	Michelle M. Mutya	Education Program Specialist II for ALS
	Mylene E. Benzon	Education Program Specialist II for ALS
Chona S. Recto	Education Program Specialist II for ALS	
V	Ricardo Tejeresas	Regional ALS Focal Person
	Kareen B. Ajero	Division ALS Focal Person
	Imelda Nardo	Division ALS Focal Person



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	Elvira A. Abanes	Education Program Specialist II for ALS	
	Evangeline M. Maravillas	Education Program Specialist II for ALS	
	Joseph C. Cruzana	Education Program Specialist II for ALS	
	Salve Grace R. Tamayo	Education Program Specialist II for ALS	
	Jane T. Tuplano	Education Program Specialist II for ALS	
VI	Nestor Paul M. Pingil	Regional ALS Focal Person	
	Corazon P. Aloro	Division ALS Focal Person	
	Leila Valencia	Division ALS Focal Person	
	Yolly Salem	Education Program Specialist II for ALS	
	Grecian Villanueva	Education Program Specialist II for ALS	
	Michelle Norico	Education Program Specialist II for ALS	
	Hadjie Tropa	Education Program Specialist II for ALS	
	Francis Librando	Education Program Specialist II for ALS	
VII	Melona A. Lumantao	Regional ALS Focal Person	
	Ronil D. Mnaayon	Division ALS Focal Person	
	Luis Romo Arioja	Division ALS Focal Person	
	Royce T. Coloscos	Education Program Specialist II for ALS	
	Orley A. Perico	Education Program Specialist II for ALS	
	Paz T. Bacolod	Education Program Specialist II for ALS	
	Gregorio Montejares Jr.	Education Program Specialist II for ALS	
	Blandina T. Sisonrojas	Education Program Specialist II for ALS	
VIII	Alfredo Café	Regional ALS Focal Person	
	Ranulfo I. Baay	Division ALS Focal Person	
	Margilina Cortes Mendoza	Division ALS Focal Person	
	Grace O. Cinco-Zanoria	Education Program Specialist II for ALS	
	Oliver M. Cagara	Education Program Specialist II for ALS	
	Mildred C. Gofredo	Education Program Specialist II for ALS	
	Rina M. Aboganda	Education Program Specialist II for ALS	
	Maria Lourdes Cabalhao Ociman	Education Program Specialist II for ALS	
IX	Ramel P. Cael	Regional ALS Focal Person	
	Lilian C. Damaso-	Division ALS Focal Person	
	Sandy R. Albarico	Division ALS Focal Person	
	Ramil T. Gabin	Education Program Specialist II for ALS	
	Osias Andus	Education Program Specialist II for ALS	
	Alva Christine Blaya	Education Program Specialist II for ALS	
		Nobleto Onnagan Jr.	Education Program Specialist II for ALS
X	Ray Butch Mahinay	Regional ALS Focal Person	
	Levi M. Coronel	Division ALS Focal Person	
	Julieta N. Dolero	Division ALS Focal Person	
	January Gay Valenzona	Education Program Specialist II for ALS	
	Anna Lyn F. Yosores	Education Program Specialist II for ALS	
	Roselyn B. Bernido	Education Program Specialist II for ALS	
		Eden F. Bacarra	Education Program Specialist II for ALS
	Pedrito L. Galleros Jr.	Education Program Specialist II for ALS	
XI	Maricel Langahid	Regional ALS Focal Person	
	Jaime C. Carlom	Division ALS Focal Person	
	Jima A. Gelmo	Division ALS Focal Person	
	Joy S. Magno	Education Program Specialist II for ALS	
	Braian B. Mahinay	Education Program Specialist II for ALS	
	Jhoniell S. Razonable	Education Program Specialist II for ALS	
		Eddie Jr. A. Cabansag	Education Program Specialist II for ALS
	Delio C. Caya	Education Program Specialist II for ALS	
XII	Crisanto Bulado	Regional ALS Focal Person	
	Jocelyn C. Ordinario	Division ALS Focal Person	
	Jennifer L. Mabalot	Division ALS Focal Person	
	Shiela Mae D. Enero	Education Program Specialist II for ALS	
	Maria Judith L. Magbanua	Education Program Specialist II for ALS	
		Bernard F. Antolo	Education Program Specialist II for ALS
		Bebie H. Ambalgan	Education Program Specialist II for ALS



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	Bedaria T. Hassan	Education Program Specialist II for ALS
CARAGA	Josephine Chonie	Regional ALS Focal Person
	Felix N. Bagnol	Division ALS Focal Person
	Anamarie L. Ceniza	Division ALS Focal Person
	Wendel Federicos	Education Program Specialist II for ALS
	Marissa L. Cuaresma	Education Program Specialist II for ALS
	Ma. Reina S. Acevedo	Education Program Specialist II for ALS
	Elmer E. Hindap, Jr.	Education Program Specialist II for ALS
	Gilbert H. Japay	Education Program Specialist II for ALS
BARMM	Mohammad Faisal Dimalen	Regional ALS Focal Person
	Armando Patagani	Division ALS Focal Person
	Nur-Aisha Gonzales	Division ALS Focal Person
	Norhaya Guimbor	Education Program Specialist II for ALS (Acting Capacity)
	Sanerah Petilan	Education Program Specialist II for ALS (Acting Capacity)
	Sherwin Evangelista	Education Program Specialist II for ALS (Acting Capacity)
	Shefraida Moreno	Education Program Specialist II for ALS (Acting Capacity)
	Sittie Naomie Domato	Education Program Specialist II for ALS (Acting Capacity)
NCR	Charito A. Villanueva	Regional ALS Focal Person
	Dulce O. Santos	Division ALS Focal Person
	Ma. Jennica B. SY	Division ALS Focal Person
	Romulous Guino	Education Program Specialist II for ALS
	Gemma P. Abanilla	Education Program Specialist II for ALS
	Elsie Celeste	Education Program Specialist II for ALS
	Villa A. Cabrera	Education Program Specialist II for ALS
	Irish Gregorio	Education Program Specialist II for ALS
CAR	Alfredo B. Lanas	Regional ALS Focal Person
	Jovelyn B. Dugayon	Division ALS Focal Person
	Remy N. Dum-Ao	Division ALS Focal Person
	Fedencio R. Vallejo	Education Program Specialist II for ALS
	Rodriguez L. Belino	Education Program Specialist II for ALS
	Anacita G. Bongngat	Education Program Specialist II for ALS
	Angeline D. Rumpon	Education Program Specialist II for ALS
	Ligaya S. Taud	Education Program Specialist II for ALS

*****Nothing Follows*****

Copy furnished:

ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations



Republic of the Philippines

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

National Training of Trainers on the Limited Scale-up of the Pilot Implementation of Work-Based Learning (WBL) and Be Your Own Boss (BYOB) in the Alternative Learning System (ALS)

PROGRAM OF ACTIVITIES

Time	January 8, 2024	January 9, 2024	January 10, 2024	January 11, 2024	January 12, 2024
8:00-8:15 am	<ul style="list-style-type: none"> Travel Registration of Participants Distribution of kits and materials Checking of Attendance Billeting 	<p>Parallel Sessions:</p> <p>A. WBL Concepts for Master Trainers</p> <p>Objectives: Explain the different concepts of Work-based Learning; Enumerate the different forms to use for WBL, and Model select WBL sessions</p> <p>B. Monitoring Training for EPSAs</p> <p>Objective: Capacitate EPSAs on the use of existing classroom observation tool for WBL and BYOB monitoring, and for them to provide necessary instructional coaching to ALS teachers</p>	Management of Learning (MOL)		
8:16-8:30 am			<p>Continuation of Session 3: Continuation of BYOB</p> <p>Objectives: Explain the different concepts of Be Your Own Boss and Model self-learning activity sessions.</p>	<p>Session 5- Work-based Learning- Industry Linkage Coordination</p> <p>Objective: To capacitate DepEd ALS teachers on industry linkage coordination and management in order to transition youth into quality employment.</p>	<p>Session 6- Simultaneous Demo Teaching Sessions</p> <p>Objectives: Demonstrate effective teaching strategies using the A-P-L-E Approach in teaching WBL and BYOB Sessions; and use the observation forms in observing and coaching teachers.</p>
8:31-9:00 am					
10:01-12:00 pm	<p>Opening Program</p> <ul style="list-style-type: none"> National Anthem Prayer DepEd Quality Policy Acknowledgment of Participants Welcome Remarks Statement of Purpose Photo Opportunity 				



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LUNCH	
<p>12:01-1:00 pm 1:01-2:00 pm</p>	<p>Session 1: Facilitation Skills <i>Objectives: Explain the following concepts: Activity-based, Participatory Approach, Learner-Centered, Experiential; and explain the different strategies in facilitation</i></p> <p>Session 2: Introduction to WBL and BYOB Concepts <i>Objective: Explain objectives, design, organization, and output of Work-based Learning and Be Your Own Boss</i></p>
<p>2:01-5:00 pm</p>	<p>Session 3: Continuation of WBL and BYOB Concepts for MT <i>Objectives: Explain the different concepts of Work-based Learning and Be Your Own Boss and Model self-learning activity sessions</i></p> <p>Session 4: Planning for multiplier training and preparation for demo teaching <i>Objectives: Create an Action Plan for Roll-out Training; and Prepare for Demonstration Teaching</i></p> <p>Continuation of Session 5- Work-based Learning- Industry Linkage Coordination <i>Objective: To capacitate DepEd ALS teachers on industry linkage coordination and management in order to transition youth into quality employment</i></p> <p>Closing Program</p> <ul style="list-style-type: none"> • National Anthem • Prayer • Closing Remarks • Ways Forward • Key Take Aways/ Insights • Awarding of Certificates • Photo Opportunity
<p>Expected Output</p>	<p>Participants with strengthened understanding of the concepts of BYOB and WBL and improved facilitation skills</p>
<p>Officer of the Day</p>	<p>Jeffrey F. Florendo</p>
<p>Trained participants on methodologies, strategies, approaches and techniques on the delivery of BYOB and WBL lessons.</p>	<p>John Alvin V. Seradoy</p>
<p>Trained participants on developing a strong industry linkage prior to WBL implementation</p>	<p>Ernie M. Pamor</p>
<p>Trained participants on the use of A-P-L-E Approach for effective delivery of WBL and BYOB lessons</p>	<p>Kristine Lee S. Lumanog</p>



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