



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

REGIONAL MEMORANDUM
ORD-2024- 740

TO : **SCHOOLS DIVISION SUPERINTENDENTS**
SDO Pasig City
SDO Quezon City
SDO Valenzuela City

FROM : **JOCELYN DR ANDAYA** 
Director IV

SUBJECT : **REITERATION OF OM-BAE-2022-0044 TITLED THE GUIDELINES ON THE ADMINISTRATION OF USAID OPPORTUNITY 2.0's WORK READINESS AND LIFESKILLS SURVEY (WRLSS) AND WORKFORCE OUTCOMES REPORTING QUESTIONNAIRE (WORQ) SURVEY FOR SY 2024-2025**

DATE : July 17, 2024

1. This has reference to the attached Memorandum No. DM-CT-2024-212 dated June 26, 2024, from Gina O. Gonong, Undersecretary for Curriculum and Teaching, relative to the above-captioned activity.
2. The WRLSS and WORQ survey aims to assess the outcomes of the workforce development program (ALS Life skills, WBL, and BYOB) to ALS learners and results will be used for policy formulation, monitoring and enhancement of the said programs within DepEd and the monitoring and evaluation requirements of the USAID Opportunity 2.0 program.
3. For queries and clarifications, please coordinate with Mr. Jeffrey F. Florendo, Senior Education Program Specialist, BAE – Program Management and System Development Division (PMSDD) at telephone number 02-8633-9347 or through email address bae.pmsdd@deped.gov.ph and USAID O2 through Ms. Reynalyne Fungo at RFungo@edc.org.
4. Immediate dissemination of and compliance with this Memorandum is desired.

CLMD/CAVillanueva2024



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



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Certificate No. PHP QMS 24 93 0193



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MEMORANDUM
DM-CT-2024-221

FOR : **MAY B. ECLAR**, *Regional Director, Region III*
GILBERT T. SADSAD, *Regional Director, Region V*
SALUSTIANO T. JIMENEZ, *Regional Director, Region VII*
RUTH L. FUENTES, *Regional Director, Region IX*
ARTURO B. BAYOCOT, *Regional Director, Region X*
ALLAN G. FARNAZO, *Regional Director, Region XI*
CARLITO D. ROCAFORT, *Regional Director, Region XII*
JOCELYN DR. ANDAYA, *Regional Director, NCR*
MOHAGHER M. IQBAL, *Minister of Basic Education, BARMM*

FROM : 
GINA O. GONONG
Undersecretary **JTO**

SUBJECT : **REITERATION OF OM-BAE-2022-0044 TITLED THE GUIDELINES ON THE ADMINISTRATION OF USAID OPPORTUNITY 2.0's WORK READINESS AND LIFE SKILLS SURVEY (WRLSS) AND WORKFORCE OUTCOMES REPORTING QUESTIONNAIRE (WORQ) SURVEY FOR SY 2024-2025**

DATE : June 26, 2024

In line with the implementation of Alternative Learning System (ALS) Life Skills Modules, as well as the pilot implementation of the Work-Based Learning (WBL) and Be Your Own Boss (BYOB) through Memorandum Number **OM-BAE-2022-0044** dated **August 2, 2022**, titled **Guidelines on the Administration of USAID Opportunity 2.0's Work Readiness and Life Skills Survey (WRLSS) and Workforce Outcomes Reporting Questionnaire (WORQ) Survey for SY 2022-2023**, this Office through the Bureau of Alternative Education (BAE) hereby authorizes the United States Agency for International Development (USAID) Opportunity 2.0 (O2) to administer their WRLSS and WORQ Survey to select ALS Community-based Learning Centers (CBLCs) and School-based Learning Centers (SBLCs) for School Year (SY) 2024 – 2025.

The WRLSS and WORQ surveys aim to assess the outcomes of the workforce development program (ALS Life Skills, WBL, and BYOB) to ALS Learners. The results of the surveys will be used to inform policy formulation, monitoring, and enhancement of the said programs within DepEd and the monitoring and evaluation requirements of the USAID Opportunity 2.0 program.

Sampling of CBLC and SBLC in O2 sites will be employed for both surveys and full cooperation of the concerned ALS implementors in the selected CLCs are requested.



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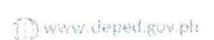
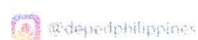
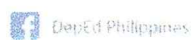
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For queries or clarifications, please contact Mr. Jeffrey F. Florendo, Senior Education Program Specialist of BAE-Program Management and System Development Division (PMSDD) at telephone number (02)8633-9347 or through email at bae.pmsdd@deped.gov.ph or USAID O2 through Ms. Reynalyne Fungo at RFungo@edc.org.

Immediate dissemination of and strict compliance with this Memorandum is requested.



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Attachment No. 1 to DM-CT-2024-

Guidelines on the Administration of Workforce Readiness and Life Skills Survey (WRLSS) and Workforce Outcomes Reporting Questionnaire (WORQ) Survey to Select Community Learning Centers for SY 2024-2025

I. Introduction

The USAID Opportunity 2.0 (O2) Program aims to strengthen national and local systems in providing second-chance education, employment and entrepreneurship opportunities to out-of-school youths (OSYs) in the country. The Opportunity 2.0 program operates on the following sites:

Region	O2 Site
Region 3 – Central Luzon	Angeles City
National Capital Region (NCR)	Pasig City
	Quezon City
	Valenzuela City
Region 5 – Bicol	Legazpi City
Region 6 – Western Visayas	Iloilo City
Region 7 – Central Visayas	Cebu City
	Tagbilaran City
Region 9 – Zamboanga Peninsula	Isabela City
	Zamboanga City
Region 10 – Northern Mindanao	Cagayan de Oro City
	Iligan City
Region 11 – Davao	Davao City
Region 12 – SOCCSKSARGEN	General Santos City
Bangsamoro Autonomous Region of Muslim Mindanao (BARMM)	Cotabato City

In 2018, the Life Skills (LS) modules developed by the Education Development Center (EDC) were institutionalized in the DepEd ALS Accreditation and Equivalency (A&E) curriculum. Since 2019, ALS learners have been trained in Life Skills to help them develop critical skills, and in supporting them to position themselves for employment and continued lifelong learning.

As part of Opportunity 2.0 program interventions, EDC also developed the Work-Based Learning (WBL) and Be Your Own Boss (BYOB) modules to prepare ALS learners for employment and entrepreneurship, and trained DepEd ALS teachers in the delivery of these materials. Together, the LS, WBL and BYOB materials serve as a workforce development program that equips OSYs with foundational skills and



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attitudes to be productive and self-reliant. Last April 11, 2022, DepEd Bureau of Alternative Education (BAE) issued Memorandum OM-OAGA-2022-055 directing ALS teachers in the 12 O2 sites who have undergone the training of trainers last 2021 to start implementing WBL and BYOB. A subsequent memorandum (OM-OAGA-2022-086) was issued to provide more detailed guidelines on the implementation.

O2 will assess the outcomes of the workforce development program on DepEd ALS learners, including education, employment, and learning outcomes through the **Workforce Readiness and Life Skills Survey (WRLSS)** and **Workforce Outcomes Reporting Questionnaire (WORQ) Survey**. Results of the WORQ and WRLSS will be used to inform policy formulation, monitoring and enhancement of the workforce development program within DepEd as well as the monitoring and evaluation requirements of the O2 program. Geographic findings in these surveys, albeit limited to the O2 sites, can also provide preliminary assessment of the program delivery across regions. As such, monitoring sites with promising results can potentially enlighten DepEd on emerging good practices that positively contribute to youth development.

II. Assessment Tools

A. Work Readiness and Life Skill Survey (WRLSS)

Improvements in the work readiness and life skills of the learners are measured through WRLSS. Respondents of the survey are requested to assess their level of confidence in key areas of Life Skills such as development of self, communication skills, problem solving and critical thinking, work habits and entrepreneurship, and leadership. As an indicator of learning progress, the percentage of completers with reported overall improvement in life skills captured in this survey will be computed. The results of this survey will be used for performance monitoring of the O2 program as part of its monitoring and evaluation requirements.

This is a self-administered survey that will be administered in paper form. All ALS Teachers in the sampled CBLC and SBLC will be provided with copies of the form by USAID O2 to be given to the learners on the day of administration. The completed print-based surveys will be collected by designated USAID O2 data collectors for encoding. The same procedure will be observed during both baseline and endline administration.

B. Workforce Outcomes Reporting Questionnaire (WORQ)

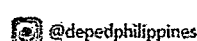
Education, employment, and learning outcomes of youth after completing the workforce development program are measured through WORQ. It is a tool developed by USAID to standardize monitoring and reporting of three (3) standard indicators: percentage that transitioned to further education, percentage that transitioned to



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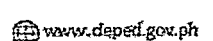
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new employment, and average percentage change in earnings. Respondents to the survey will be interviewed in a semi-structured format about their education, employment, and earning situation prior to joining and after completing the Workforce Development (WFD) program.

Data collectors will be engaged by USAID O2 to conduct personal interviews with the learners. Only those learners aged 15-24 years old will be requested to participate in the survey. The Youth Development Coordinators and data collectors of USAID O2 will coordinate with ALS Teachers to ensure time-efficiency in implementing the survey interviews.

III. Administration

For SY 2024-2025, both WRLSS and WORQ will be administered to all ALS learners in select Community Learning Centers in O2 sites before the implementation of ALS Life Skills Modules for baseline. The endline survey for WRLSS will be carried out immediately after Life Skills Modules. On the other hand, an endline survey for WORQ will be administered four to six (4-6) months after the completion of WBL and BYOB.

For this purpose, O2 will hold an online orientation for ALS teachers on the WRLSS and WORQ administration in the 15 sites on a date to be determined in consultation with the local DepEd authority, within the month of July 2024.

ALS Teachers will be oriented in the administration of WRLSS and WORQ. The list of sampled CLCs, including the guidelines on the administration of the WRLSS and WORQ will be issued in a separate issuance before the training of the ALS teachers.

IV. Data Collection and Reporting

USAID O2 data collectors will collect the WRLSS and WORQ from ALS teachers weekly starting from the first four (4) weeks for baseline.

For WRLSS and WORQ endline administration, USAID O2 will base the schedule of collection on the submitted schedule of WBL and BYOB implementation of the selected CLCs.

Data privacy measures will be observed in the processing, analysis, and reporting of data collected in these surveys. De-identification of the collected responses will be observed to ensure anonymity of respondents and only summary results will be reported. The results of the WRLSS and WORQ pre- and endline surveys will be reported to DepEd BAE once the data analysis has been completed.



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