



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

REGIONAL MEMORANDUM
ORD-2024- 815

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

FROM : **JOCELYN DR ANDAYA** 
Director IV

SUBJECT : **WORKSHOP ON ADDITIONAL COURSE KITS FOR FUNCTIONAL EDUCATION AND LITERACY PROGRAM (FELP)**

DATE : August 15, 2024

1. This has reference to the attached letter dated August 8, 2024, from Allan G. Farnazo, Regional Director, Region XI, relative to the above-captioned activity.
2. In connection with this, the following participants are requested to attend the said activity. They are expected to bring their own laptop for the workshop and travel authority.

Division	Name	Designation
Las Pinas	John Carl Cabarles	Education Program Specialist II-ALS
Makati City	Romulous Guino	Education Program Specialist II-ALS

3. Board and lodging expenses of the invited participants will be shouldered by DepEd Region XI Program Support Fund for ALS, while travel and other allowable expenses will be charged against the funds directly released to the Regional Offices as per DM-CT-2024-046 titled "Fiscal Year 2024 Alternative Learning System Funds Directly Released to the Regional Offices". Participants are advised to take the most economical means of transportation. The Division ALS Focal Person will submit to the Regional ALS Focal Person a summary of expenses incurred as basis for the downloading of expenses to the Schools Division Offices. In addition, they are expected to attach the highlights of the activity. Participants will submit pertinent travel documents upon completion of the activity for the reimbursement, subject to the usual government accounting and auditing rules and regulations.
4. Immediate dissemination of this Memorandum is desired.

CLMD/CAVillanueva2024



6 Misamis St., Bago Bantay, Quezon City
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Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

August 8, 2024

JOYCELYN DR ANDAYA

Regional Director

Department of Education, National Capital Region (NCR)

Misamis St., Bago Bantay, Quezon City

Dear Dir. Andaya:

The Functional Education and Literacy Program (FELP) under the Alternative Learning System (ALS), is dedicated to providing out-of-school youth and adults with the opportunity to acquire essential basic and functional literacy skills. FELP focuses on enhancing learners' abilities to function effectively in their daily lives, encompassing both work and civic responsibilities. Within this framework, two crucial components are Work Readiness Education and Voters Education. This initiative aligns with the legal provisions of RA 11510, and its Implementing Rules and Regulations (IRR), which aim to expand access to lifelong learning opportunities for learners with varied and shorter individual learning goals, such as acquiring functional life skills and gaining employment.

In October 2023, the Bureau of Alternative Education (BAE) launched the first FELP course - Financial Education, in collaboration with USAID Opportunity 2.0. Furthermore, DepEd-Region V developed five additional course kits: Business Communication Education, Introduction to Starting a New Business Education, Responsible Parenting Education, Accessing Government Agency Education, and Cybersafety Education.

In light of these advancements, the Department of Education Region XI, Curriculum and Learning Management Division (CLMD), in partnership with the Bureau of Alternative Education (BAE) will be conducting a workshop to develop two additional course kits for the Functional Education and Literacy Program: Work Readiness Education and Voters Education on August 19 to 23, 2024, at Ritz Hotel, Bo. Obrero, Davao City.

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

1. Learning competencies in the ALS Curriculum corresponding to Work Readiness Education and Voter's Education;
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.



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See Attachment No. 1 the List of Participants and Attachment No. 2 for the Workshop Design for your reference. The participation of your region's representative/s will enrich the development of the FELP Course.

The board and lodging expenses of the invited participants shall be shouldered by the Region XI's Program Support Fund (PSF) for ALS, while the travel expenses and other allowable expenses shall be charged to Fiscal Year 2024 Alternative Learning System Program Support Funds (PSF) directly released to the Regional Offices, per DM-CT-2024-046, subject to usual accounting and auditing rules and regulations.

The Office highly appreciates receiving confirmation of attendance and participation on or before **August 12, 2024**. For queries and related concerns, contact **Maricel S. Langahid**, Education Program Supervisor CLMD/ Regional ALS Focal Person at 09685821854 or through: maricel.langahid@deped.gov.ph.

Very truly yours,

ALLAN G. FARNAZO
 Director IV

DEPARTMENT OF EDUCATION
 RECORDS SECTION
RELEASED

By:
 Date: August 13, 2024

ROC6/msl



Republic of the Philippines
Department of Education
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Annex 1. A

LIST OF PARTICIPANTS
**Workshop on Additional Coursekits for Functional Education and Literacy (FELP)
 Course**

Date: August 19-23, 2024

Venue: The Ritz Hotel at Garden Oases, Bo. Obrero, Davao City

No	Course/ Theme	Name	Designation	Region/Division	Role
1	Break-out	Catherine Alarzar	EPS II - ALS	V SDO Camarines Sur	Lead Writer
2	Session 1	Gerald B. Olivar	EPS II - ALS	V SDO Masbate Province	Lead Writer
3	Module Title:	Maria Kristina Tabernero	EPS II - ALS	VIII SDO Leyte	Lead Writer
4	Work	Maria Franchesca C. Fadri	EPS II - ALS	IV - A SDO Dasmariñas	Lead Writer
5	Readiness	Brian B. Mahinay	EPS II - ALS	XI SDO Davao City	Lead Writer
6	Education	Miguel H. Panugan Jr.	Principal I	XI SDO Mati City	Writer
7		Alma C. Ando	School Head	XI SDO Davao Oriental	Writer
8		Gemma C. Mabalod	School Head	XI SDO Tagum City	Writer
9		Gladys F. Aldaya	School Principal II	XI SDO Davao de Oro	Writer
10		Jocelyn D. Fernandez	Principal	XI SDO Davao del Norte	Writer
11	Break-out	Sherly M. Cruz	EPS II - ALS	IV - A SDO Rizal	Lead Writer
12	Session 2	John Carl Cabarles	EPS II - ALS	NCR Las Pinas City	Lead Writer
13	Module Title:	Romulous P. Guino	EPS II - ALS	NCR SDO Makati City	Lead Writer
14	Voter	Zaldy P. Fernandez	OIC-EPS II-ALS	CAR SDO Apayao	Lead Writer
15	Education	Christen Greece Ochavillo	ALS Teacher	XI SDO Panabo City	Lead Writer
16		Jefrey B. Bagongon	PSDS	XI SDO Davao Occidental	Writer
17		Verleto C. Florentino	Principal III	XI SDO Davao del Sur	Writer
18		Elvie E. Timon	EPS II - ALS	XI SDO Digos City	Writer
19		Atty. Darwin Z. Polido	EPS, Math	XI SDO IGACOS	Writer
20		Leah C. Pana	PSDS	XI SDO Davao City	Writer
21	Breakout	Rone N. Pequiro	EPS II - ALS	XI SDO Mati City	IT Specialists
22	Session 3	Jo Divine Y. Belarmino	EPS II - ALS	XI SDO Davao Oriental	IT Specialists
23	Downloading	Eddie Jr. A. Cabansag	EPS II - ALS	XI SDO Davao de Oro	IT Specialists
24	of Supple-	Shiela D. Sionosa	EPS II - ALS	XI SDO Davao del Norte	IT Specialists
25	mental ALS	Rosebeth C. Candelasa	EPS II - ALS	XI SDO Panabo City	IT Specialists
26	Learning	Jeffrey C. Langga	EPS II - ALS	XI SDO IGACOS	IT Specialists
27	Materials/Res	Delio C. Caya	EPS II - ALS	XI SDO Tagum City	IT Specialists
28	ources (Soft	Liartes L. Prasno	EPS II - ALS	XI SDO Davao del Sur	IT Specialists
29	files/copies)	Cheery Lyne B. Vallejo	EPS II - ALS	XI SDO Digos City	IT Specialists
30	to tablet	Danilo J. Manuel	EPS II - ALS	XI SDO Davao Occidental	IT Specialists
31	units/IT	Haroun F. Ranain	EPS II - ALS	XI SDO Davao City	IT Specialists
32	gadgets	Aimee O. Langahid	Teacher III	XI SDO DVO City-DCNHS	TWG -Chair
33	RO XI	Mary Jeanne B. Aldeguer	Chief ES	XI CLMD	PMT-Chair
34		Maricel S. Langahid	EPS Reg. ALS FP	XI CLMD	PMT-Co-Chair
35		Rochelle Mae E. Sadaya	ALS Staff/JO	XI CLMD	TWG-Member
36		Elouise Bern P. Montegrando	ALS Staff/JO	XI CLMD	TWG-Member
37		Vincent B. Dinero	ALS Staff/JO	XI CLMD	TWG-Member
38		Alma E. Obusa	ALS Staff/JO	XI CLMD	TWG-Member
39		Donn Marie D. Querubin	ALS Staff/JO	XI CLMD	TWG-Member
40	BAE - CO	Ernie M. Pamor	Supervising EPS	PMSDD	Lead Facilitator
41		Michael Angelo Infante	SEPS	PMSDD	Lead Facilitator
42		Iza A. Rubiales	SEPS	PMSDD	Lead Facilitator



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List of invited participants from other regions and DepEd Central Office BAE	Catherine Alarzar	EPS II - ALS	V SDO Camarines Sur	Lead Writer
	Gerald B. Olivar	EPS II - ALS	V SDO Masbate Province	Lead Writer
	Maria Kristina Tabernero	EPS II - ALS	VIII SDO Leyte	Lead Writer
	Maria Franchesca C. Fadri	EPS II - ALS	IV - A SDO Dasmariñas	Lead Writer
	Sherly M. Cruz	EPS II - ALS	IV - A SDO Rizal	Lead Writer
	John Carl Cabarles	EPS II - ALS	NCR Las Pinas City	Lead Writer
	Romulous P. Guino	EPS II - ALS	NCR SDO Makati City	Lead Writer
	Zaldy P. Fernandez	OIC - EPS II - ALS	CAR SDO Apayao	Lead Writer
	Ernie M. Pamor	Supervising EPS	PMSDD DepEd - CO BAE	Lead Facilitator
	Michael Angelo Infante	SEPS	PMSDD DepEd - CO BAE	Lead Facilitator
	Iza A. Rubiales	Senior Education Program Specialist	PMSDD DepEd - CO BAE	Lead Facilitator

Prepared by:

Noted by:


MARICEL S. LANGAHID
 EPS CLMD, Regional ALS Focal Person


MARY JEANNE B. ALDEGUER, Ed.D
 Chief Education Supervisor CLMD

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Annex 1. B

ACTIVITY MATRIX
**Workshop on Additional Coursekits for Functional Education and Literacy (FELP)
 Course**

Date: August 19-23, 2024

Venue: The Ritz Hotel at Garden Oases, Bo. Obrero, Davao City

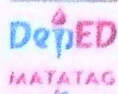
Time	Day 0 (August 19, 2024) Monday	Day 1 (August 20, 2024) Tuesday	Day 2 (August 21, 2024) Wednesday	Day 3 (August 22, 2024) Thursday	Day 4 (August 23, 2024) Friday
7:00-8:00AM	BREAKFAST				
8:00-9:00AM	Preliminaries				
9:00-10:00AM	Travel time	Opening Program: <ul style="list-style-type: none"> National Anthem Prayer Regional Hymn DepEd Quality Policy Acknowledgement of Participants Welcome Message Statement of Purpose Mechanics of Conference Photo Opportunity 	Note: For Break-out Session 1 - Work Readiness Education Session 2 - Voters Education Workshop 3 Grouping of Competencies according to themes Presentation and Critiquing of Workshop 3 Output	Workshop 5 Designing of Activities and Assessment Strategies/Methods for Work Readiness Education and Voters Education Course Kit Presentation and Critiquing of Workshop 5 Outputs	Workshop 7 Completion of the Additional FELP Work Readiness Education and Voters Education (Template 1) Presentation and Critiquing of the Completed FELP - Work Readiness Education and Voters Education Course Template
10:00-12:00PM		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 Voters Education and Work Readiness Education Course	Note: Simultaneous Activity for Break-out Session 3 Downloading of Supplemental ALS Learning Materials/Resources (Soft files/copies) to tablet units/IT gadgets: <ul style="list-style-type: none"> Reading materials eFLT Other Supplemental ALS Learning Materials 		
12:00-1:00PM	LUNCH				
1:00-3:00PM	Arrival, Registration & Bidding (Check-in)	Workshop 1 Discussion on FELP Course Outline Template	Workshop 4 Outlining of Specific Contents of Work Readiness Education and Voters Education Presentation and Critiquing of Workshop 4 Outputs	Workshop 6 Designing the Summative Assessment for Micro-certification Presentation and Critiquing of Workshop 6 Outputs	Finalization of FELP Course Outline for Work Readiness Education and Voters Education Course based on comments and suggestions Submission of Final Outputs of Group Sessions 1,2,3
3:00-5:00PM		Workshop 2 Harvesting/Mapping of Competencies for Voters Education and Work Readiness Education	Note: Continuation of Simultaneous Activity for Break-out Session 3 Downloading of Supplemental ALS Learning Materials/Resources (Soft files/copies) to tablet units/IT gadgets: <ul style="list-style-type: none"> Reading materials eFLT Other Supplemental ALS Learning Materials 	Open Forum Synthesis Closing Program <ul style="list-style-type: none"> Nationalistic Song Giving of Impressions Message of Challenge Acceptance of Challenge Pledge of Commitment Distribution of Certificates Ways Forward and Reminders/Vote of Thanks Closing Prayer 	
5:00-6:00PM	DINNER				

Prepared by:

Noted by:

MARICEL S. LANGAHID
 EPS CLMD, Regional ALS Focal Person

MARY JEAN B. ALDEGUER, Ed.D
 Chief Education Supervisor CLMD



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