

# Devartment of Education

NATIONAL CAPITAL REGION



### REGIONAL MEMORANDUM ORD-2024, 1 0 9 1

TO

SCHOOLS DIVISION SUPERINTENDENTS

SDO Las Pinas SDO Malabon City SDO Navotas City SDO Quezon City

SDO Taguig City & Pateros

**FROM** 

**JOCELYN DR ANDAYA** 

Director IV

SUBJECT

CONSULTATION ON THE REVISED LEARNER INFORMATION

SYSTEM POLICY GUIDELINES FOR ALTERNATIVE LEARNING

SYSTEM

DATE

October 17, 2024

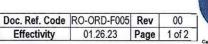
- 1. This has reference to the attached Letter dated October 16, 2024, from Marilette R. Almayda, Director IV, Bureau of Alternative Education, relative to the abovecaptioned activity.
- 2. In connection with this, the enclosed participants are enjoined to:
  - bring their own laptop and extension cord for the workshop
  - travel authority
  - observe the time-on task policy based on DepEd Order No. 9, s. 2005
- 3. Expenses for accommodation, venue and meals shall be charged against the FLO 2024 Funds while travel expenses, airfare, per diem and other miscellaneous expenses of the participants 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













# Department of Education NATIONAL CAPITAL REGION

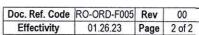
### LIST OF PARTICIPANTS

Division	Name	Designation
Las Pinas City	Maribel Panganiban	Education Program Specialist II-ALS
Malabon City	Elsie Celeste	Education Program Specialist II-ALS
Navotas City	Luisa Elipan	Education Program Specialist II-ALS
Quezon City	Gemma Abanilla	Education Program Specialist II-ALS
Taguig City& Pateros	Aurelia Luz Aquillo	Education Program Specialist II-ALS













# Department of Education

### OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM DM-CT-2024-

FOR

Regional Directors

Minister, Basic, Higher, and Technical Education, BARMM

**ALS Focal Persons** 

FROM

ALMA RUBY C. TORIO 110

Assistant Secretary for Curriculum and Teaching

Officer-in-Charge

Office of the Undersecretary for Curriculum and Teaching

SUBJECT

ACTIVITIES RELATED TO ALTERNATIVE LEARNING

SYSTEM LEARNER INFORMATION SYSTEM (ALS LIS)

DATE

August 22, 2024

Section 9.5.4 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 11510 (Alternative Learning System Act), states that the Bureau of Alternative Education (BAE) to manage and improve a management information system (MIS) for out-of-school children in special cases, out-of-school youth, and out-of-school adults, in coordination with other functional units of DepEd Central Office and in compliance with RA No. 10173 (Data Privacy Act of 2012).

In line with the mandates of RA 11510 and its IRR, the Bureau of Alternative Education -Policy and Quality Assurance Division (BAE-PQAD) is committed to maintaining an accurate and reliable Learner Information System (LIS) for ALS. To further improve the effectiveness of the LIS for ALS, an enhancement process will be undertaken. As part of the initiative, the following activities will be conducted:

Activity	Date and Venue
Workshop on the Alternative Learning System's Data Requirements and Needs in the Learner Information System	
Consultation on the Alternative Learning System's Revised Learning Information System Policy	October 22 to 25, 2024, NCR

In this regard, Regional ALS Focal Persons are requested to identify and submit the names of participants based on the allocations outlined in Enclosure A. The list of participants should be submitted to BAE-PQAD no later than August 30, 2024, via email at mark.manaois@deped.gov.ph.





1/F Rizal Building, DepED Complex, Meralco Avenue, Pasig City, Philippines Direct Line: (632) 8633-7202/8687-4146 Fax: (632) 8631-5057 E-mail: ouci@deped.gov.ph









Identified participants must pre-register using the following links to access the necessary documents for pre-work activities:

Activity	Pre-Registration Link
Workshop on the Alternative Learning System's Data Requirements and Needs in the Learner Information System	https://bit.lv/2024ALSLISDATAREOreg
Consultation on the Alternative Learning System's Revised Learning Information System Policy	https://bit.lv/2024ALSLISCONREVReg

Participants are expected to attend and actively engage throughout the duration of the activities to ensure the accomplishment of the expected outputs. They are also required to bring their travel orders, laptops, extension cords, and any other necessary gadgets.

Expenses for accommodation, venue, and meals shall be charged against the FLO 2024 Funds. The first meal to be served is breakfast on the first day, and the last meal will be dinner on the last day.

Travel expenses, airfare, per diem, and other miscellaneous expenses shall be charged against the funds directly released to the Regional Offices as per DM-CT-2024-046 subject to the approval of the approving authority and accounting rules and regulations. For participants from the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM), travel, meals not covered by the activities, and other incidental expenses will be chargeable against their local funds.

Attached also is the Indicative Program of Activities (Enclosure B) for reference.

Should the activities coincide with a holiday or declaration of government office closure, participants and management staff involved in the activities shall be entitled to Compensatory Time-Off (CTO) in accordance with Civil Service Commission and Department of Budget and Management Joint Circular No. 2, s. 2004, regarding Non-Monetary Remuneration for Overtime Services Rendered.

For further inquiries and concerns, please contact Mr. Mark Timothy O. Manaois at the provided email address or via phone at (02) 86363603.

 Workshop on the Alternative Learning System's Data Requirements and Needs in the Learner Information System on September 3 to 5, 2024 in the National Capital Region

### **Expected Participants**

Note: The representatives of the region and division are knowledgeable in any of the following: ALS Learner Information System, ALS Data Collection and Processes, Strategies for Effective Data Management or other components related to data collection, analytics or science for ALS Program and its learners. Also, they have the capacity write policies and research ideas or concepts related to ALS Learners. The selection process should be gender responsive as defined by United Nations Development Programme as "outcomes that reflect an understanding of gender roles and inequalities and encourage equal participation, including equal and fair distribution of benefits." (UNDP, 2003).

REGION	PAX	Description of Participants
Region I	5	1 Region Representative, 4 Division Representatives from Different Divisions
Region II	5	1 Region Representative, 4 Division Representatives from Different Divisions
Region III	5	1 Region Representative, 4 Division Representatives from Different Divisions
Region IV A	5	1 Region Representative, 4 Division Representatives from Different Divisions
Region IV B	5	1 Region Representative, 4 Division Representatives from Different Divisions
Region V	5	1 Region Representative, 4 Division Representatives from Different Divisions
NCR	5	1 Region Representative, 4 Division Representatives from Different Divisions
CAR	5	1 Region Representative, 4 Division Representatives from Different Divisions
Region VI	5	1 Region Representative, 4 Division Representatives from Different Divisions
Region VII	5	1 Region Representative, 4 Division Representatives from Different Divisions
Region VIII	5	1 Region Representative, 4 Division Representatives from Different Divisions
Region IX	5	1 Region Representative, 4 Division Representatives from Different Divisions
Region X	5	1 Region Representative, 4 Division Representatives from Different Divisions
Region XI	5	1 Region Representative, 4 Division Representatives from Different Divisions
Region XII	5	1 Region Representative, 4 Division Representatives from Different Divisions
CARAGA	5	1 Region Representative, 4 Division Representatives from Different Divisions
BARMM	5	1 Region Representative, 4 Division Representatives from Different Divisions

REMINDER: Please inform the participants to Pre-Register through this Link:



https://bit.ly/2024ALSLISDATAREOreg



# Republic of the Philippines Department of Education

### Recommendation Form

This is to recommend the following participants with relevant and related expertise, experience or interest in both Alternative Learning System and Learner Information System for the Workshop on the Alternative Learning System's Data Requirements and Needs in the Learner Information System on September 3 to 5, 2024 in the National Capital Region:

	Full name	Designation/Position	Division	Active email address	Contact No.
1					
2					
3					
4			<del></del>		
5					

Note: The regional and division representatives are knowledgeable in any of the following: ALS Learner Information System, ALS Data Collection and Processes, Strategies for Effective Data Management, or other components related to data collection, analytics, or science for the ALS Program and its learners. Additionally, these representatives can write policies and research ideas or concepts related to ALS Learners.

Pre	par	ed	:

Signature over Printed Name

Recommended:

(Signature over Printed Name) Regional Director

2. Consultation on the Alternative Learning System's Revised Learning Information System Policy on October 22 to 25, 2024 in the National Capital Region

### Expected Participants

Note: The representatives of the region and division are knowledgeable in any of the following: ALS Learner Information System, ALS Data Collection and Processes, Strategies for Effective Data Management or other components related to data collection, analytics or science for ALS Program and its learners. Also, they have the capacity write policies and research ideas or concepts related to ALS Learners. The selection process should be gender responsive as defined by United Nations Development Programme as "outcomes that reflect an understanding of gender roles and inequalities and encourage equal participation, including equal and fair distribution of benefits." (UNDP, 2003).

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CAR	5	1 Region Representative, 4 Division Representatives from Different Divisions
Region VI	5	1 Region Representative, 4 Division Representatives from Different Divisions
Region VII	5	1 Region Representative, 4 Division Representatives from Different Divisions
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REMINDER: Please inform the participants to Pre-Register through this Link:



https://bit.lv/2024ALSLISCONREVReg



# Republic of the Philippines Department of Education

### Recommendation Form

This is to recommend the following participants with relevant and related expertise, experience or interest in both Alternative Learning System and Learner Information System for the Consultation on the Alternative Learning System's Revised Learning Information System Policy on October 22 to 25, 2024 in the National Capital Region:

	Full name	Designation/Position	Division	Active email address	Contact No.
1					
2					
3					
4					
5					

Note: The regional and division representatives are knowledgeable in any of the following: ALS Learner Information System, ALS Data Collection and Processes, Strategies for Effective Data Management, or other components related to data collection, analytics, or science for the ALS Program and its learners. Additionally, these representatives can write policies and research ideas or concepts related to ALS Learners.

Prepared:		
Signature over Printed Name	Recommended:	

(Signature over Printed Name)
Regional Director

Enclosure B. Indicative Program of Activities

Workshop on the Alternative Learning System's Data Requirements and Needs in the Learning Information System

September 3 to 5, 2024

NCR

Output	Daily Output	4-5pm	$3-4 \mathrm{pm}$	2-3pm	1-2pm	12-1pm	11am-12pm	10-11am		9-10am	8-9 am	7-8 am	Time	
	List of Data Elements and their Definitions			Prioritization	Presentation, Consolidation and		,	Workshop 1 Data Needs and Requirements	Purpose	Opening Program	Registration		Day 1	
Document on ALS LIS Proposal	Initial Flowchart, Communication Plan and RACI					Presentation and Discussion			- Frocesses in Data Governance	Development of Initial	Workshop 2		Day 2	
	ALS LIS Proposal	Closing Frogram				Presentation and Discussion		Inclusive of Data Dictionary	Information Profiles and Community	Development of the Learners	Workshop 3		Day 3	

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# Enclosure B. Indicative Program of Activities

Consultation on the Alternative Learning System's Revised Learner Information System Policy Guidelines
October 22 to 25, 2024
NCR

Processes and Sources
Review of Existing Documents,
Presentation and
Policy Guidelines; Purpose and
Understanding the ALS LIS
Opening Program Workshop 1
Continuation of
Management of Learning

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### Department of Education BUREAU OF ALTERNATIVE EDUCATION

### Office of the Director

October 16, 2024

Director JOCELYN DR. ANDAYA Regional Director National Capital Region

Dear Director Andaya:

Greetings of peace!

Section 9.5.4 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 11510 (Alternative Learning System Act), mandates the Bureau of Alternative Education (BAE) to manage and improve a management information system (MIS for out-of-school children in special cases, out-of-school youth, and out-of-school adults, in coordination with other functional units of DepEd Central Office and in compliance with RA No. 10173 (Data Privacy Act of 2012).

In line with this, the Bureau of Alternative Education -Policy and Quality Assurance Division (BAE-PQAD) invites five (5) representatives from the National Capital Region to the Consultation on the Revised Learner Information System Policy Guidelines for Alternative Learning System (ALS) on October 22 to 25, 2024 at Lime Resort Manila, Atang Dela Rama St., Seascape Village, Pasay City.

We highly value their input for this workshop and look forward to your favorable response.

Travel expenses of participants shall be charged against the Program Support Fund (PSF).

For more information, please contact Mr. Mark Timothy O. Manaois, Senior Education Program Specialist, at (02) 8636-3603 or mark.manaois@deped.gov.ph.

Thank you very much.

Very truly yours,

MARILETTE R. ALMAYDA

Director IV



5/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City Direct Line: (632) 8636-3603 E-mail: bae.od@deped.gov.ph







