



Republic of the Philippines  
**Department of Education**  
DIGOS CITY DIVISION

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

CID-2022- 003

To : CID Chief  
EPSS II-ALS  
Mobile Teachers  
District ALS Coordinators  
BPOSA Instructional Managers and Coordinator  
GERVASIO R. SALINAS JR., PhD, EPS- Resource Speaker

Subject : CAPACITY BUILDING ON PSYCHOSOCIAL WELL-BEING AND  
SUPPORT TO TEACHERS IN ALTERNATIVE LEARNING SYSTEM

Date : August 8, 2022

The Curriculum and Implementation Division will conduct "Capacity Building on Psychosocial Well-Being and Support to ALS Teachers in Alternative Learning System" on August 23, 2022 at Benrose Park, Soong Digos City. This activity aims to;

- enhance the Psychosocial Well-being of the ALS Teacher as one of the significant precursors to learning and essential for academic achievement;
- promote and ensure productivity and good working environment; and
- boost the morale of the ALS Team by instilling trust and respect among others.

The participants in this activity are the Mobile Teachers, District ALS Coordinators and BPOSA Instructional Managers and Coordinators. All participants are required to prepare Authority to Travel for the said activity.

Travel and incidental expenses of the participants shall be charged to FY 2022 ALS program Support Fund downloaded to this office, MOOE and other local funds, subject to the usual accounting and auditing rules and regulations.

For information, guidance and compliance.

DepEd Schools Division of Digos City  
RECORDS SECTION


**RELEASED**  
22-89183  
DATE: AUG 09 2022 TIME: 5:07pm

Enclosed: As stated.

CID/ALS/eet

BY: 

  
**CRISTY C. EPE**

Schools Division Superintendent 



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)  
Telephone Nos.: (082) 553-8375; (082) 553-8396



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Republic of the Philippines  
Department of Education  
REGION XI  
SCHOOLS DIVISION OF DIGOS CITY

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**ALTERNATIVE LEARNING SYSTEM**

**PROJECT PROPOSAL**

- I. PROJECT TITLE: Capacity Building on Psychosocial Well-Being and Support for Teachers in Alternative Learning System
- II. SCHEDULE: August 23, 2022
- III. PROJECT COST: Sixty-Four Thousand Pesos (64,000.00)
- IV. SOURCE OF FUNDS: ALS Support Fund REFERENCE (OSEC-11-21-2613, DTD 6/29/2021)

V. RATIONALE:

Humanitarian crises are experienced by many people around the world that putting each and every one of us in a greater risk of suffering despair and hopelessness. The Alternative Learning System teachers look for ways to release their stress and challenges with the increasing demand of being an educator in the modern time of pandemic. Annually, expectations and teacher's workloads grow exponentially.

In effect, teachers may experience low morale, burnout and it can have serious consequences for health and contentment of teachers. As outlined by WebMB Medical (2013), stress is a reality to all people's life which may not be able to get rid but can find ways on how to face it.

Hence, Capacity Building on Psychosocial Well-Being and Support would exercise and promote stronger unit of ALS Teachers. It has many benefits like improving productivity, increases employee motivation, encourages collaboration and build trust and respects among others.

Also, it is underscored by Eliaz (2011) that reducing stress is vital for maintaining overall health such as improving teacher's mood, boost immune function, promote longevity, and allow productivity. Healthfield (2014) as well emphasizes the development of a team oriented environment like ALS unit that enables teachers to produce positive results and success.

VI. OBJECTIVES:

The activity aims to:

- a. Enhance the Psychosocial Well-being of the ALS Teacher as one of the significant precursors to learning and essential for academic achievement;
- b. Promote and ensure productivity and good working environment; and
- c. Boost the morale of the ALS Team by instilling trust and respect among others.

## VII. Training Content/Matrix:

This Three-day Capacity Building allows the participants to give time for themselves to motivate through releasing their stresses and burnout, fighting challenges and bring contentment in their lives. A time to be happy and develop team-work in the workplace

*Note: Please refer to attached matrix*

## VIII. Methodologies:

- a) Lecture-Demonstration
- b) Games

## IX. Expected Output:

- a) Enhanced the Psychosocial Well-being of the ALS Teacher as one of the significant precursors to learning, which is essential for academic achievement; and
- b) Having known each other better while improving the ALS unit's relationship and collaboration, which foster innovation and creativity.

## X. Assessment of Learning

The success of the sessions will be assessed through the quality of experience and outputs that the participants will be showing. It will also be reflected through the QATAME evaluation results.

## XI. Resource Package:

The resource package that will be utilized in the activity are the materials prepared by the resource speakers assigned for certain topics.

## XII. Learning Facilitators

The facilitators in this training are the selected EPS and PSDS and the Division Core of Trainers assigned to discuss certain topics and facilitate the different sessions.

## XIII. Program Management

- a. The Management (5 pax)
  - a. CID Chief, Education Program Supervisor, Education Program Specialist, and Resource Speaker
    - Prepare the logistics for the activity
    - Oversee the proceedings of the activity
    - Facilitate the smooth flow of the workshop
    - Take custody of the outputs and documentation materials -Prepare training materials
- b. The Participants (25 pax)
  - a. Identified teachers and BPOSA Instructional Managers (an aggregate of males and females)
    - Attend the different sessions -Prepare Outputs
    - Present Outputs (per Group)
- c. QATAME/HRTD (Division-based)
  - a. HRTD Personnel (1 male)

- Monitor the conduct of the activity
- Monitor attendance and proceedings of the activity

**XIII. GAD Mainstreaming:**

Please see attached HGDG Checklist


**XIV. BUDGETARY REQUIREMENTS:**


I. ACTIVITIES	Item of Expenditure	COST
Conduct of Capacity Building on Psychosocial Well-Being and Support for Teachers in Alternative Learning System	Meals & Snacks (30 heads)	15,000.00
	Facilitator's Honorarium (1 head)	5,000.00
	Supplies and Materials	
	ALS advocacy polo shirts with printing (80 pcs)	44,000.00

(See Attached PR)

**GRAND TOTAL: Php 64,000.00**


Prepared by

  
**ELVIE E. TIMON**  
 EPS II, ALS

  
**MARJUN B. REBOSQUILLO**  
 EPS II-ALS


Funds Available:

*Contra Funds*


*64,000.00*  
  
**NEPTUNE L. TAMBILAWAN**  
 Budget Officer- AO V

*4/20/22*

Recommending Approval

  
**BEVERLY S. DAUGDAUG, Ed.D**  
 Chief CID

APPROVED:

  
**CRISTY C. EPE**  
 Schools Division Superintendent



Republic of the Philippines  
 DEPARTMENT OF EDUCATION  
 Region XI  
 SCHOOLS DIVISION OF DIGOS CITY  
 City of Digos



Department of Education  
**DIVISION OF DIGOS CITY**

Agency / Procuring Entity

Department : DEPED DIGOS CITY

PR No. 22-05-057 Date

19 - ASR - 22

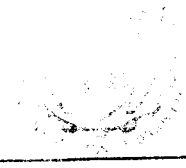
Section : DepED/ALS

SA/No

STOCK NO.	UNIT	ITEM DESCRIPTION	QTY	UNIT COST	TOTAL COST
	hours	Title of Activity: Presentation Portfolio Assessment - ALS Elementary and Junior High School ALS Completion (ESY 2021-2022) per 01-2022-01-01 <b>MEALS &amp; SNACKS for the management team only (packed lunch)</b>	50	<del>600.00</del> x 2 days	<del>30,000.00</del>
		Specifications Day 1- Date: July 26, 2022 <b>AM Snacks:</b> fruit juice and kakanin <b>Lunch:</b> Rice, Battered Chicken, Beef Steak, Sotanghon Ginyada and Fruit juice <b>PM Snacks:</b> Biko, juice and scallion siopao Day 2- Date: July 27, 2022 <b>AM Snacks:</b> fruit juice, siopao <b>Lunch:</b> steamed rice, fish, sweet and sour, chapsoy, fresh juice, fruits <b>PM Snacks:</b> Fruit, fruit juice, kakanin			
	pcs	<b>Supplies and materials</b>			
	pcs	Parchment paper A4 size	625	8.00	5,000.00
	pcs	pencil	50	10.00	500.00
	pcs	Ballpen (black)	50	10.00	500.00
	pcs	Brown folder (long)	50	10.00	500.00
	pcs	Envelope (small)	20	7.00	140.00
		<b>SUBJECT TO WITHHOLDING TAX</b>			
		<b>Funds Available:</b>			
		<b>NEPTUNE L. TAMBILAWAN</b> Administrative Officer V- Budget Officer			
				<b>TOTAL</b>	<b>46,640.00</b>
Purpose: For the use of Alternative Learning System on Portfolio Assessment and Issuance of Certificates of Completion					
Signature:	Requested by:		Approved by:		
Printed Name:	<b>ELVIE E. TIMON</b>		<b>CRISTY C. EPE</b>		
Designation:	Education Program Specialist II- ALS		Schools Division Superintendent		
Date:	4/19/2022				



Republic of the Philippines  
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**DETAILED LEARNING AND DEVELOPMENT PLAN**

Title: Capacity Building on Psychosocial Well-Being and Support for Teachers in Alternative Learning System  
 August 23, 2022

Day/Time	Learning Objectives  (State what the learner will accomplish in this activity/session)	(Indicate Title of The Session/Activity/Session)	Expected outputs (What will be produced during the activity/session)	Topic/Content Highlights (List of topics, themes, and items to be covered in the activity/session)	Teaching/ Learning Methodology  (Describe how the session/activity will be conducted to achieve learning objectives)	Nominated facilitator/ Resource Person/ learning Team (Identify who will be responsible for delivering/ facilitating the activity/session)	Resources Needed  (Venue, rooms, materials, etc.)
Date: August 23, 2022							
7:30-8:00 AM				Arrival and Registration			
8:00-9:00 AM	*To set the preliminaries in starting the program	Opening Program	*participation and settled teachers	*National Anthem  *Prayer  *Energizer	*AVP	•Master of Ceremony – ALS Mobile Teacher	Laptop, internet connection

*To identify the rationale and statement in purpose of the 2nd year ALS	Training Rationale Statement of the program Rules	*Informed participants on the rationale of the ALS program	*Importance of distress and coping strategies	*Lecture	•EPS II-ALS	Laptop, internet connection
*To know the essential insights and inspirations of being an ALS Teacher capacitated in psychosocial aspect	*Inspirational Message	*Inspired participants on the essential insights that an ALS teacher can obtain from capacity building on psychosocial aspect	*Essential insights and inspirations of being an ALS Teacher capacitated in psychosocial aspect	*Lecture	* Beverly S. Daugdaug, Ed.D CID- Chief	
*To motivate and challenge each participants involved in ALS program	*Words of challenge	*motivated and challenged participants to continue deliver ALS program	*Elements or values of a quality ALS Facilitator	*Lecture	*Cristy C. Epe, Ed.D, SDS	
*To determine the QATAME Assessment Process	QATAME Orientation	*oriented participants on the QATAME assessment process	* quality assurance assessment process of the training	*Lecture	ELESER D. MATEO-EPSII M&E	

MORNING SNACKS

Session Proper 9:00 - 12:00 Noon	* To deepen the understanding of each teachers' identity, characteristics and emotional state	Getting to know each other Better	*listed the high and lows of each one	Individual Difference: Element of Success	• Lecture • Giving of instruction	Dr. Ericson D. Batican	Laptop, internet connection
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NO BREAK

1:00-2:30 AM	*To nurture and grasp the importance of maintaining and improving teacher's morale for the dynamics of the ALS unit as a whole	Maintaining and improving Teacher's Morale	Responses to activities given	•Teacher's Morale	•Lecture Workshop with PowerPoint presentation	Dr. Erlison D. Batican	Laptop, internet connection
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PM SNACKS

2:30-5:00pm.	*To deepen understanding on working as a team and emphasize that each one is a contributory factor to the success and achievement of the goal of the institution.	Working as one organization	Responses to activities given	*Unity in once organization *Teamwork *Last Name Line Up *Straw Tower Building	*Lecture *Grouping and games	Gervasio Salinas Jr., PhD	Laptop, internet connection
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DEPARTURE

Prepared by:

**ELVIE E. TIMON**  
EPS II-ALS

**MARJUN B. REBOSQUILLO**  
EPS II-ALS

Recommending Approval

**BEVERLY S. DAUGDAUG**  
CID Chief

Approved:

**CRISTY C. EPE**  
Schools Division Superintendent