



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2024- 270

To : Curriculum Implementation Division Chief
Learning Resource Manager

Attention: **RUBEN EVARRETA**
PDO II

Subject : **ATTENDANCE TO THE CONDUCT OF WORKSHOP ON THE DEVELOPMENT OF COURSEKITS FOR FUNCTIONAL EDUCATION AND LITERACY PROGRAM (FELP) COURSES**

Date : July 23, 2024

Pursuant to CLMD-2024-351 dated June 21, 2024 re: **Attendance to the Conduct of Workshop on the Development of Coursekits for Functional Education and Literacy Program (FELP) Courses**, this office informs the participation of **RUBEN EVARRETA**, PDO II to participate in the Workshop on the Development, Evaluation, and Revision and Enhancement of Course Kits for Functional Education and Literacy Program Courses on September 9-13, 2024. Venue will be announced on a separate issuance.

Relative to this activity, the identified participant will do layout and format reviewer.

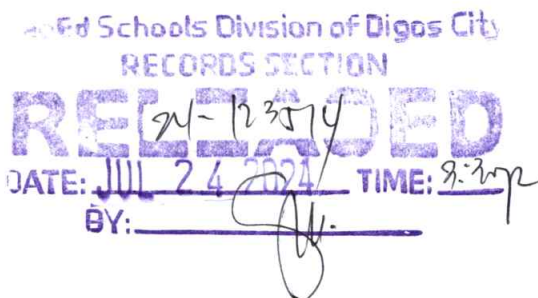
Travelling, per diem and other incidental expenses shall be charged to Sub-ARO DBM-NBC #592 (ALS), directly downloaded to the respective Schools Division Offices, subject to usual accounting and auditing rules and regulations.

All other details are in the enclosure.

Immediate dissemination and compliance of this memorandum is desired.


MELANIE P. ESTACIO, CESO VI
OIC-Schools Division Superintendent

Enclosed: As stated,
CID/LR/lts



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



Republic of the Philippines
Department of Education
 DAVAO REGION

DepEd Schools Division of Digos City
 RECORDS SECTION

RECEIVED 123574
 DATE: 26 JUN 2024 TIME: 9:17
 BY: *[Signature]*

Office of the Regional Director

REGIONAL MEMORANDUM
 CLMD-2024-351

To : Schools Division Superintendent of Digos City
 Chief Education Supervisor, CLMD

Subject : ATTENDANCE TO THE CONDUCT OF WORKSHOP ON THE
 DEVELOPMENT OF COURSEKITS FOR FUNCTIONAL EDUCATION
 AND LITERACY PROGRAM (FELP) COURSES

Date : June 21, 2024

Pursuant to DepEd Memorandum DM-CT-2024-192, the Bureau of Alternative Education (BAE) will conduct a Workshop on the Development, Evaluation, and Revision and Enhancement of Course Kits for Functional Education and Literacy Program (FELP) Courses on September 9-13, 2024. Venue will be announce on a separate issuance.

Participants in this activity are the following:

Course/Theme	Name	Role	Designation	Division
Accessing Government Services	Analiza C. Almazan	Layout/Format Reviewer	EPS	Regional Office - CLMD
Introduction to Setting up a Business	Ruben Evareta	Layout/Format Reviewer	EPS	Digos City

Travelling, per diem and other incidental expenses shall be charged to Sub-ARO DBM-NBC #592 (ALS), directly downloaded to the respective Schools Division Offices, subject to usual accounting and auditing rules and regulations.

All other details are in the enclosure.

Immediate dissemination and strict compliance of this Memorandum to all concerned is directed.

DEPARTMENT OF EDUCATION
 RECORDS SECTION
RELEASED

ALLAN G. FARNAZO
 Director IV

[Signature]

Enclosed: As Stated
 ROC6/msl

BY: *[Signature]* 3:28 pm
 June 25, 2024
 33744



Address: F. Torres St., Davao City (8000)
 Telephone Nos.: (082) 291-1665; (082) 221-6147
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Republic of the Philippines
Department of Education
 OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM
 DM-CT-2024-192

DEPARTMENT OF EDUCATION
 RECORDS SECTION
RECEIVED
 By: [Signature] 33543
 Date: 6-20-24 Time: 8:31

TO : REGIONAL DIRECTORS

FROM : [Signature]
 GINA O. GONONG
 Undersecretary for Curriculum and Teaching

SUBJECT : WORKSHOP ON THE DEVELOPMENT, EVALUATION, AND REVISION AND ENHANCEMENT OF COURSE KITS FOR FUNCTIONAL EDUCATION AND LITERACY PROGRAM (FELP) COURSES

DATE : June 19, 2024

The Bureau of Alternative Education (BAE) will conduct a series of activities on the **Workshops on the Development, Evaluation, and Revision and Enhancement of Course Kits for Functional Education and Literacy Program (FELP) Courses** with the following details:

Name of Activity	No. of Participants	Inclusive Dates	Venue
Workshop on the Development of Course Kits for Functional Education and Literacy program (FELP) Courses	52 (DepEd personnel and RPs included)	July 1-5, 2024	Lime Hotels and Resorts, Pasay City
Workshop on the Evaluation of Course Kits for Functional Education and Literacy program (FELP) Courses	46 (DepEd personnel and RPs included)	September 9-13, 2024	Specific venue will be announced on a separate issuance
Workshop on the Revision and Enhancement of Course Kits for Functional Education and Literacy program (FELP) Courses	52 (DepEd personnel and RPs included)	October 7-11, 2024	Specific venue will be announced on a separate issuance

These activities specifically aim to attain and accomplish the following:

1. Develop Learning Resources for Additional FELP courses;
2. Evaluate and quality assure the Learning Resources for Additional FELP courses; and
3. Revise and enhance the Learning Resources for Additional FELP courses.



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
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Republic of the Philippines

Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

Please see *Attachment No. 1* for the List of Participants and *Attachment No. 2* for the Workshop Designs. Participants are reminded to bring their own laptops, extension cords, and other related reading materials for the workshop.

Board and lodging, other expenses for supplies and materials, and other incidental expenses incurred by the participants for this activity will be charged to the 2024 FLO-ALS Fund, subject to the usual accounting and auditing rules and regulations. Travel and other incidental expenses of the participants shall be charged to the funds comprehensively released to the Regional Offices (DM-CT-2024-046).

Should there be queries or clarifications, please contact **Iza A. Rubiales**, *Senior Education Program Specialist*, Bureau of Alternative Education-Program Management and System Development Division (BAE-PMSDD) through email at bae.pmsdd@deped.gov.ph.

Immediate dissemination of this Memorandum is requested.

Copy furnished:
ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations



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**A. LIST OF PARTICIPANTS ON THE CONDUCT OF WORKSHOP ON THE
DEVELOPMENT OF COURSEKITS FOR FUNCTIONAL EDUCATION AND LITERACY PROGRAM (FELP) COURSES**
July 1-5, 2024

Course/Theme	Participants			Designation	Region	Division
	Name	Role	Designation			
Accessing Government Services	1	Catherine Alaraz	Lead Writer	EPS II-ALS	V	SDO Camarines Sur
	2	Melody A. Vargas	Writer	Division ALS Focals	V	SDO Masbate City
	3	Gerald B. Olivar	Writer	EPS II-ALS	V	SDO Masbate Province
	4	Representative	Writer	EPSA or EPS	NCR	From Any SDO
	5	Francis Librando	Writer	EPS II-ALS	VI	SDO Capiz City
	6	Monina R. Antiquina	Content Editor	Education Program Supervisor	IX	SDO Dipolog City
	7	Noel E. Sagavap	Illustrator	EPS I	VIII	SDO Calbayog City
	8	Nathaniel E. Cabico	Layout Artist	PDO II	III	Cabanatuan City
	9	Nestor Paul M. Pingil	Lead Writer	Chief EPS	VI	SDO Iloilo Province
	10	Maria Kristina Tabernero	Writer	EPS II-ALS	VIII	SDO Leyte
Business Communication	11	Representative	Writer	EPSA or EPS	XI	From Any SDO
	12	Maria Franchesca C. Fadri	Writer	EPS II-ALS	IV-A	SDO Dasmarnas
	13	Markelvin E. Guzman	Writer	EPS II-ALS	I	SDO Ilocos Norte
	14	Ruby P. Castillo	Content Editor	Principal III	IV-A	SDO Laguna
	15	Dino R. Cuyag	Illustrator	ITO I	VII	SDO Talisay City
	16	Mark Fil Tagsip	Layout Artist	PDO II	XI	SDO Davao Oriental
	17	Breian B. Mahinay	Lead Writer	EPS II-ALS	XI	SDO DavaoDel Norte
	18	Marvin M. Garcia	Writer	PSDS	V	SDO Masbate City
	19	Rolly Ortiz Jr.	Writer	EPS II-ALS	X	SDO Bukidnon
	20	Sherly M. Cruz	Writer	EPS II-ALS	IV-A	SDO Rizal
Responsible Parenting Education	21	Lovely Rollaine B. Cruz	Writer	PSDS	NCR	SDO Taguig and Pateros
	22	Christopher C. Castillo	Content Editor	HT I	IV-A	SDO Laguna
	23	Mark Lorenz C. Luib	Illustrator	PDO II	Caraga	SDO Dinagat City
	24	Armando S. Vinoya	Layout Artist	Principal II	I	SDO San Carlos City
	25	Chona S. Recto	Lead	EPS II-ALS	IV-B	SDO Marinduque
	26	Elsie Celeste	Writer	EPS II-ALS	NCR	SDO Malabon City
	27	Diana Marie Dagli	Writer	PSDS	NCR	SDO Pasig City
	28	Aldren C. Libot	Writer	EPS II-ALS	V	SDO Masbate Province
	29	Representative	Writer	EPSA or EPS	XI	From Any SDO
	30	Faustino Tobes	Writer	Education Program Supervisor	VIII	SDO Samar
Introduction to Setting Up a Business	31	Dennis Bermoy	Content Editor	EPS-I	MIMAROPA	SDO Calapan
	32	Jay Michael A. Calipusan	Illustrator	PDO II	X	SDO Gingoog City
	33	Valentin H. Loable	Layout Artist	PDO II	XII	SDO General Santos City
	34	John Carl Cabarles	Lead	EPS II-ALS	NCR	SDO Las Pinas City
	35	Representative	Writer	EPSA or EPS	IV-B	From Any SDO
	36	Representative	Writer	EPSA or EPS	NCR	From Any SDO
	37	Komulous P. Guino	Writer	EPS II-ALS	NCR	SDO Makati City
	38	Zaldy P. Fernandez	Writer	OIC-EPSA	CAR	SDO Apayao
	39	Andres P. Bonifacio	Content Editor	Education Program Supervisor	NCR	Regional Office
	40	Joan T. Briz	Layout Artist	PDO II	III	SDO Bataan
Cybersafety and Security	41	Julio A. Cañega	Illustrator	Head Teacher I	VIII	SDO Ormoc City

WORKSHOP ON THE EVALUATION OF COURSEKITS FOR FUNCTIONAL EDUCATION AND LITERACY PROGRAM (FELP) COURSES
September 9-13, 2024

Course/Theme	Participants		Region	Division	
	Name	Role			
Accessing Government Services	1	Rocky T. Banatao	Content Reviewer	PSDS	SDO Tuguegarao City
	2	Julie Ann C. Cruz	Content Reviewer	EPSA	SDO Bulacan
	3	Jupiter Petilla	Content Reviewer	Education Program Supervisor	SDO Pangasinan II
	4	Maureen V. Tipay	Pedagogy Reviewer	EPS II, ALS	SDO Olongapo
	5	Victor Reynante E. Vargas	Pedagogy Reviewer	EPS II, ALS	SDO Palawan
	6	Noli A. Abrigo	Pedagogy Reviewer	Education Program Supervisor	SDO Tuguegarao City
	7	Joel R. Capuyan	Layout / Format Reviewer	PDO II	SDO Danao City
	8	Analiza C. Almazan	Layout / Format Reviewer	Education Program Supervisor	Regional Office
Business Communication	9	Jeffrey A. Astillero	Content Reviewer	SrEPS	SDO Cabuyao City
	10	Antonio Laceda Jr.	Content Reviewer	Regional ALS Supervisor	DepEd-Region I Office
	11	G.L. John C. Haro	Content Reviewer	Regional ALS Supervisor	DepEd-Region VI
	12	Narciso B. Canmaoay	Pedagogy Reviewer	Education Program Supervisor	SDO Abra
	13	Jehcel I. Balayo	Pedagogy Reviewer	Principal II	SDO Iloilo
	14	Pedrito Galleros Jr.	Pedagogy Reviewer	EPS II, ALS	SDO Gingoog City
	15	Glenn John O. Isiderio	Layout / Format Reviewer	PDO II	SDO El Salvador City
	16	Emelyn L. Talaue	Layout / Format Reviewer	EPS I	SDO City of Iligan
Responsible Parenting Education	17	Elsie Amorin	Content Reviewer	Education Program Supervisor	SDO Vigan City
	18	Bernard T. Balitao	Content Reviewer	Education Program Supervisor	SDO Pasig City
	19	Marben Macatangay	Pedagogy Reviewer	EPS II, ALS	SDO Oriental Mindoro
	20	Cynthia G. Diaz	Pedagogy Reviewer	Education Program Supervisor	DepEd RO II, CLMD
	21	Christopher David G. Oliva	Layout / Format Reviewer	PDO II	SDO Baguio City
	22	Joy B. Bihag	Layout / Format Reviewer	Education Program Supervisor	DepEd-Region VIII
	23	Mary Ann Tamaray	Content Reviewer	EPS II, ALS	SDO Tuguegarao City
	24	Jomre L. Bone	Content Reviewer	EPS II, ALS	SDO Bukidnon
Introduction to Setting Up a Business	25	Representative	Content Reviewer	EPS II, ALS	Any SDO
	26	Aileen A. Hernal	Pedagogy Reviewer	PSDS	SDO Makati
	27	Aprilyn G. Reyes	Pedagogy Reviewer	HT VI	SDO Malabon City
	28	Arnelina M. Seballos	Pedagogy Reviewer	EPS II, ALS	SDO Zamboanga Del Sur
	29	Myleen C. Robinos	Layout / Format Reviewer	PDO II	SDO Digos City
	30	Ricky P. Torrenueva	Layout / Format Reviewer	PDO II	SDO San Pedro City
	31	Elmer Hindap Jr.	Pedagogy Reviewer	EPS II, ALS	SDO Cabadbaran City
	32	Alfred Cafe	Pedagogy Reviewer	Regional ALS Supervisor	DepEd-Region VIII
Digital Citizenship and Cybersafety	33	Gilbert Z. Apostol	Content Reviewer	EPS I	SDO Sorsogon Province
	34	Mahinnie Q. Tolentino	Content Reviewer	EPS I	SDO Aklan
	35	Evelyn Morante	Layout / Format Reviewer	PDO II	SDO Pasig City
	36	Aletha Jane G. Alindo	Layout / Format Reviewer	PDO II	SDO Sarangani

**LIST OF PARTICIPANTS ON THE CONDUCT OF
WORKSHOP ON THE REVISION AND ENHANCEMENT OF COURSEKITS FOR FUNCTIONAL EDUCATION AND LITERACY PROGRAM (FELP) COURSES
October 7-11, 2024**

Course/Theme	Participants			Region	Division
	Name	Role	Designation		
Accessing Government Services	1 Catherine Alarzar	Lead Writer	EPS II-ALS	V	SDO Camarines Sur
	2 Melody A. Vargas	Writer	Division ALS Focals	V	SDO Masbate City
	3 Gerald B. Oliver	Writer	EPS II-ALS	V	SDO Masbate Province
	4 Francis Librando	Writer	EPS II-ALS	VI	SDO Capiz City
	5 Morina R. Antiquina	Content Editor	Education Program Supervisor	IX	SDO Dipolog City
	6 Noel E. Sagayap	Illustrator	EPS I	VIII	SDO Calbayog City
	7 Nathaniel E. Cabico	Layout Artist	PDO II	III	Cabanatuan City
Business Communication	8 Nestor Paul M. Pingil	Lead Writer	Chief EPS	VI	SDO Iloilo Province
	9 Maria Kristina Tabernero	Writer	EPS II-ALS	VIII	SDO Leyte
	10 Maria Franchesca C. Fadri	Writer	EPS II-ALS	IV-A	SDO Dasmariñas
	11 Markelvin E. Guzman	Writer	EPS II-ALS	I	SDO Ilocos Norte
	12 Ruby P. Castillo	Content Editor	Principal III	IV-A	SDO Laguna
	13 Dino R. Cuyag	Illustrator	ITO I	VII	SDO Talisay City
	14 Mark Fil Tagsip	Layout Artist	PDO II	XI	SDO Davao Oriental
	15 Braian B. Mahinay	Lead Writer	EPS II-ALS	XI	SDO DavaoDel Norte
	16 Marvin M. Garcia	Writer	PSDS	V	SDO Masbate City
	17 Rolly Ortiz Jr.	Writer	EPS II-ALS	X	SDO Bukidnon
Responsible Parenting Education	18 Sherly M. Cruz	Writer	EPS II-ALS	IV-A	SDO Rizal
	19 Lovely Rollaine B. Cruz	Writer	PSDS	NCR	SDO Taguig and Pateros
	20 Christopher C. Castillo	Content Editor	HT I	IV-A	SDO Laguna
	21 Mark Lorenz C. Lulb	Illustrator	PDO II	Caraga	SDO Dinagat City
	22 Armando S. Vinoya	Layout Artist	Principal II	I	SDO San Carlos City
	23 Chona S. Recto	Lead	EPS II-ALS	IV-B	SDO Marinduque
	24 Elsie Celeste	Writer	EPS II-ALS	NCR	SDO Malabon City
Introduction to Setting Up a Business	25 Aldren C. Libot	Writer	EPS II-ALS	V	SDO Masbate Province
	26 Faustino Tobes	Writer	Education Program Supervisor	VIII	SDO Samar
	27 Dennis Bermoy	Content Editor	EPS-I	MIMAROPA	SDO Calapan
	28 Jay Michael A. Calipusan	Illustrator	PDO II	X	SDO Gingoog City
	29 Valentin H. Loable	Layout Artist	PDO II	XII	SDO General Santos City
	30 John Carl Cabarles	Lead	EPS II-ALS	NCR	SDO Las Pinas City
	31 Romulous P. Guino	Writer	EPS II-ALS	NCR	SDO Makati City
Digital Citizenship and Cybersafety	32 Zaldy P. Fernandez	Writer	OIC-EPISA	CAR	SDO Apayao
	33 Andres P. Bonifacio	Content Editor	Education Program Supervisor	NCR	Regional Office
	34 Joan T. Briz	Layout Artist	PDO II	III	SDO Bataan
	35 Julio A. Canega	Illustrator	Head Teacher I	VIII	SDO Ormoc City

Workshop on the Development of Course Kits for Functional Education and Literacy Program (FELP) Courses
July 1-5, 2024

Indicative Program of Activities

TIME	Day 1 (Monday)	Day 2 (Tuesday)	Day 3 (Wednesday)	Day 4 (Thursday)	Day 5 (Friday)
7:00-7:30	Registration of Participants I. OPENING PROGRAM *National Anthem *Prayer *DepEd Quality Policy *Acknowledgement of Participants *Welcome Remarks *Message *Statement of Purpose and *Presentation of Mechanisms Photo Opportunity II. Plenary Session Session 1: Overview and Background of Functional Education and Literacy Program (FELP) -- Additional Course Outline Development Session 2: Presentation of the Mechanics of the Workshop on the Development of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation Session 3: Orientation on General Learning Resource (LR) Guidelines on the Development of Course Kits Workshop 1 Discussion on the Additional Course Kits Template	Workshop 3 Choosing effective instructional design. Choose strategies and methods based on suggested learning principles for the Additional Course Kits. Continuation of Workshop 3 Choosing effective instructional design.	Workshop 5 Developing Activities aligned to course objectives of the Course Kits. Continuation of Workshop 5 Developing Activities aligned to course objectives of the Course Kits	Workshop 6 Developing assessment methods to evaluate learners' understanding and application of the course kit. This can include quizzes, assignments, projects, or practical scenarios. Designing the Summative Assessment for Micro-certification Continuation of Workshop 6 Designing the Summative Assessment for Micro-certification	Workshop 7 Completion of the Course Kits for FELP Pilot Implementation (Version 1) Continuation of Workshop 7 Completion of the Course Kits for FELP Pilot Implementation (Version 1) Presentation and Critiquing of the Completed FELP-Financial Education Course Template
7:31-8:00					
8:01-9:00					
9:01-10:00					
10:01-10:10	Workshop 4 Drafting Course Kits Contents based on provided template Continuation of Workshop 4 Drafting Course Kits Contents based on provided template	Workshop 6 Designing the Summative Assessment for Micro-certification Continuation of Workshop 6 Designing the Summative Assessment for Micro-certification	Workshop 5 Developing Activities aligned to course objectives of the Course Kits Continuation of Workshop 5 Developing Activities aligned to course objectives of the Course Kits	Workshop 6 Designing the Summative Assessment for Micro-certification Continuation of Workshop 6 Designing the Summative Assessment for Micro-certification	Submission of the Course Kits for FELP Pilot Implementation (Version 1)
10:11-11:00					
11:01-12:00					
12:01-1:00	Workshop 2 Defining goals and objectives of the Workshop on the Development of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 4 Drafting Course Kits Contents based on provided template	Presentation and Critiquing of Workshop 5 Outputs	Presentation and Critiquing of Workshop 6 Outputs	Submission of Final Outputs
1:01-2:00					
2:01-3:00					
3:01-3:10	Workshop 2 Defining goals and objectives of the Workshop on the Development of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 4 Drafting Course Kits Contents based on provided template	Presentation and Critiquing of Workshop 5 Outputs	Presentation and Critiquing of Workshop 6 Outputs	Submission of Final Outputs
3:01-4:00					

Workshop on the Evaluation of Course Kits for Functional Education and Literacy Program (FELP) Courses
September 9-13, 2024
Indicative Program of Activities

TIME	Day 1 (Monday)	Day 2 (Tuesday)	Day 3 (Wednesday)	Day 4 (Thursday)	Day 5 (Friday)
7:00-7:30			Breakfast and Registration		
7:31-8:00					
8:01-9:00	I. OPENING PROGRAM <small>*National Anthem *Prayer *DepEd Quality Policy *Acknowledgment of Participants *Welcome Remarks *Message *Statement of Purpose and *Reiteration of Mechanics *Photo Opportunity</small>				
9:01-10:00	Plenary Session 1: Overview and Background of Additional Course Kits for FELP	Continuation of Workshop 1 Individual Evaluation (Content, Activities and Assessment)	Workshop 2: Team Evaluation Discussion with teammate	Workshop 3: Preparation of Team Summary of Findings Reports	Continuation of Workshop 3 Preparation of Team Summary of Findings Reports
10:01-10:10					
10:11-11:00	Plenary 2: Orientation on the Guidelines and Mechanics of the Workshop on the Evaluation Additional Course Kits for FELP.				
11:01-12:00	Plenary 3: Discussion of the Evaluation Tools and Summary of Findings, Connection, and Review Form (SFCR) Distribution of the Assigned Additional Course Kits for Evaluation	Continuation of Workshop 1 Individual Evaluation (Content, Activities and Assessment)	Continuation of Workshop 2 Team Evaluation Discussion with teammate	Continuation of Workshop 3: Preparation of Team Summary of Findings Reports	Presentation and Critiquing of Outputs
12:01-1:00			LUNCH		
1:01-2:00	Workshop 1: Individual Evaluation (Content, Activities and Assessment)	Continuation of Workshop 1 Individual Evaluation (Content, Activities and Assessment)	Continuation of Workshop 2 Team Evaluation Discussion with teammate	Continuation of Workshop 3: Preparation of Team Summary of Findings Reports	Continuation of the Presentation and Critiquing of Outputs
2:01-3:00					
3:01-3:10					
3:01-4:00	Continuation of Workshop 1 Individual Evaluation (Content, Activities and Assessment)	Continuation of Workshop 1 Individual Evaluation (Content, Activities and Assessment)	Continuation of Workshop 2 Team Evaluation Discussion with teammate	Continuation of Workshop 3: Preparation of Team Summary of Findings Reports	Submission of Final Outputs
4:01-5:00					
Expected Outputs	Participants were given orientation on the Guidelines and Mechanics of the Workshop on the Evaluation of Financial Education Course Kits for FELP Pilot Implementation	The consolidated, agreed comments and recommendations in the Summary of Corrections Reports Financial Education Course Kits for FELP Pilot Implementation	The consolidated, agreed comments and recommendations in the Team Summary of Corrections Reports Financial Education Course Kits for FELP Pilot Implementation	Team Summary of Findings Reports	Submitted final outputs
Officer of the Day	Iza Rubiales	Michael Angelo V. Infante	Genilis R. San Pablo	Michael Angelo V. Infante	Iza Rubiales

**Workshop on the Revision and Enhancement of Course Kits
for Functional Education and Literacy Program (FELP) Courses
October 7-11, 2024**

Indicative Program of Activities

TIME	Day 1 (Monday)	Day 2 (Tuesday)	Day 3 (Wednesday)	Day 4 (Thursday)	Day 5 (Friday)
7:00-7:30	Arrival and Briefing of Participants		Breakfast and Registration		
7:31-8:00					
8:01-9:00	I. OPENING PROGRAM *National Anthem *Prayer *Tried & Quality Policy *Acknowledgment of Participants *Welcome Remarks *Statement of Purpose and *Presentation of Mechanics *Photo Opportunity				
9:01-10:00	II. Plenary Session Session 1: Overview and Background of Revision and Enhancement of Additional Course Kits for Functional Education and Literacy Program (FELP)	Continuation of Workshop 1: Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 1: Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 2 Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits for Functional Education and Literacy Program (FELP).	Finalization of Outputs Version 2 of the Additional Course Kits for Functional Education and Literacy Program (FELP).
10:01-10:10	Session 2: Orientation on the				
10:11-11:00	Guidelines and Mechanics of the Workshop on the Revision and Enhancement of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 1: Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 1: Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 2 Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits for Functional Education and Literacy Program (FELP).	Finalization of Outputs Version 2 of the Additional Course Kits for Functional Education and Literacy Program (FELP)
11:01-12:00					
12:01-1:00			LUNCH BREAK		
1:01-2:00	Workshop 1: Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 1: Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Workshop 2: Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 2 Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits for Functional Education and Literacy Program (FELP).	Submission of Outputs Version 2 of the Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation
2:01-3:00					
3:01-3:10					
3:01-4:00	Continuation of Workshop 1: Revision of Additional Course Kits for Functional Education and Literacy Program (FELP)	Continuation of Workshop 1: Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 2 Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits for Functional Education and Literacy Program (FELP)	Continuation of Workshop 2 Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits for Functional Education and Literacy Program (FELP)	CLOSING PROGRAM *National Anthem *Prayer *Insights and Impressions
4:01-5:00					

Expected Outputs	The consolidated and agreed comments and recommendations in the Evaluation Tool and Team Summary of Corrections Reports of the Additional Course Kits for Functional Education and Literacy Program (FELP).		Education and Literacy Program (FELP) Pilot Implementation	for Functional Education and Literacy Program (FELP) Pilot Implementation	*Message of the Director *Awarding of Certificates *Closing Remarks and Ways Forward
Officer of the Day	Iza Rubiales	Michael Angelo V. Infante	Genuis R. San Pablo	Michael Angelo V. Infante	Version 2 of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation Iza Rubiales