



Republic of the Philippines
Department of Education
 DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2024- *371*

To : Chief-CID
 Gervasio R. Salinas, Jr., PhD., Div. ALS Focal Person

Subject : ATTENDANCE TO THE WORKSHOP OF THE COURSE DESIGNS FOR
 ADDITIONAL FUNCTIONAL EDUCATION AND LITERACY PROGRAM
 (FELP) COURSES (WORK READINESS AND VOTERS EDUCATION)

Date : December 09, 2024

In reference to Regional Memorandum CLMD-2024-823 dated December 5, 2024, re: "Attendance to the Workshop of the Course Designs for Additional Functional Education and Literacy Program (FELP) Courses (Work Readiness and Voters Education)", Gervasio R. Salinas, Jr., Division ALS Focal Person, is hereby directed to attend the said workshop on December 15-19, 2024 (venue to be announced in a separate issuance).

Compensatory Overtime Credit shall be granted to the participant for the participation on December 15, 2024 (Sunday) per DepEd Order No. 53, s. 2003 or the Updated Guidelines on Grant of Vacation Service Credits to Teachers and Non-teaching Personnel.

Food and accommodation are chargeable against ALS PSF while traveling and other incidental expenses shall be charged to the downloaded ALS PSF and other local funds subject to usual accounting and auditing rules and regulations.

All other details in this Memorandum are in the enclosure.

For information, guidance, and compliance.

[Signature]
MELANIE P. ESTACIO, PhD, CESO VI
 Schools Division Superintendent *[Signature]*

DepEd Schools Division of Digos City
 RECORDS SECTION

RELEASED
24-70262
 DATE: DEC 10 2024 TIME: 12:00 PM
 BY: *[Signature]*

Enclosed: As stated.
 CID/ALS/grs



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
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Record



Republic of the Philippines
Department of Education
DAVAO REGION

DepEd Schools Division Office - Davao City

RECORDS SECTION

RECEIVED
12240
7282

DATE: 10 9 DEC 2024

TIME: 11:14

December 5, 2024

REGIONAL MEMORANDUM
CLMD-2024-823

ATTENDANCE TO THE WORKSHOP OF THE COURSE DESIGNS FOR ADDITIONAL
FUNCTIONAL EDUCATION AND LITERACY PROGRAM (FELP) COURSES
(WORK READINESS AND VOTERS EDUCATION)

To: Schools Division Superintendents

- In pursuance to DepEd Memorandum DM-CT-2024-192 and RM-CLMD-2024-474, the Bureau of Alternative Education (BAE) and the Department of Education Region XI, Curriculum and Learning Management Division will conduct a Workshop of the Course Designs for Additional Functional Education and Literacy Program (FELP) Courses (Work Readiness and Voters Education) on December 15-19, 2024. Venue to be announced in a separate issuance.
- List of participants and the program matrix are in Annexes 1.A and 1.B. Participants are requested to bring laptops and other gadgets needed in the activity.
- Participants shall be granted with 1-day Compensatory Overtime Credit for non-teaching personnel/ Service Credits for teaching personnel for their participation on December 15, 2024 (Sunday) per DepEd Order No.53, s. 2003 or the Updated Guidelines on Grant of Vacation Service Credits to Teachers and Non-Teaching Personnel.
- Food and accommodation are chargeable against ALS PSF while traveling and other incidental expenses of the participants shall be charged to the Schools Division Office's downloaded funds ALS PSF and other local funds subject to the usual government 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.

ROC6/msl

DEPARTMENT OF EDUCATION

RECORDS SECTION

RECEIVED

By: 42996

Date: 12.9.2024

ALLAN G. FARNAZO
Director



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Telephone Nos.: (082) 291-1665; (082) 221-6147
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Website: www.depedroxi.ph





Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

Annex 1. A

ACTIVITY MATRIX

Workshop on Evaluation of the Course Designs for Additional Functional Education and Literacy Program (FELP) Courses (Work Readiness and Voters Education)

Date: December 15-19, 2024

Venue: Macatabo Farm, Purok 2, Sitio Macatabo, Barangay Carmen,
 Baguio District, Davao City

Time	Day 0 (Dec 15, 2024) Sunday	Day 1 (Dec 16, 2024) Monday	Day 2 (Dec 17, 2024) Tuesday	Day 3 (Dec 18, 2024) Wednesday	Day 4 (Dec 19, 2024) Thursday
7:00-8:00AM	BREAKFAST				
8:00-9:00AM	Preliminaries				
9:00-12:00AM	Travel time Arrival, Registration & Bilinging (Check-in)	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: 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 6 Designing the Summative Assessment for Micro-certification Presentation and Critiquing of Workshop 6 Outputs	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
			LUNCH		
12:00-1:00PM					
1:00-3:00PM	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 Plenary Session Session 1: Overview and Background of Functional Education and Literacy Program (FELP)	Workshop 1 Discussion on FELP Course Outline Template Workshop 2 Harvesting/ Mapping of Competencies for Voters Education and Work Readiness Education	Workshop 4 Outlining of Specific Contents of Work Readiness Education and Voters Education Presentation and Critiquing of Workshop 4 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	
3:00-5:00PM		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	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		
5:00-6:00PM	DINNER				



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Department of Education
 DAVAO REGION

Office of the Regional Director

Annex 1. B

LIST OF PARTICIPANTS

Workshop on Evaluation of the Course Designs for Additional Functional Education and Literacy Program (FELP) Courses (Work Readiness and Voters Education)

Date: December 15-19, 2024

Venue: Macatabo Farm, Purok 2, Sitio Macatabo, Barangay Carmen,
 Baguio District, Davao City

No	Course/Theme	Name	Designation	Division	Role
1	Break-out Session 1 Module Title: Work Readiness Education	Braian B. Mahinay	EPSA	Davao City	Lead Writer
2		Jhoniel S. Razonable	EPSA	Davao Occidental	Writer
3		Miguel H. Panugan Jr.	Principal I	Mati City	Writer
4		Alma C. Ando	School Head	Davao Oriental	Writer
5		Gemma C. Mabalod	School Head	Tagum City	Writer
6		Gladys F. Aldaya	School Principal II	Davao de Oro	Writer
7		Jocelyn D. Fernandez	Principal	Davao del Norte	Writer
8		John Paul Albarracin	ALS Teacher	Tagum City	Writer
9		Ralph Evander Idul	ALS Teacher	Tagum City	Writer
10		Teresita Manceras	ALS Teacher	Tagum City	Writer
11		Arnel Dungog	ALS Teacher	Tagum City	Writer
12		Florence P. Malinao	ALS Teacher	Davao del Norte	Writer
13		Melody Joy A. Haro	ALS Teacher	Davao del Norte	Writer
14		Erlivic Bajade	Teacher	CBNHS, Davao City	Writer
15		Myrane Ablanque	Teacher	CBNHS, Davao City	Writer
16		Participants from DOLE (To be identified)			
17					
18	Break-out Session 2 Module Title: Voter Education	Christen Greece Ochavillo	ALS Teacher	Panabo City	Lead Writer
19		Verleto C. Florentino	Principal III	Davao del Sur	Writer
20		Leah C. Paña	PSDS	Davao City	Writer
21		Silvano Camillo	OIC PSDS	Davao Occidental	Writer
22		Mario Jr. T. Rivera	ALS SHS Teacher	IGACOS	Writer
23		Charlyn Emata	EPS, LR	Tagum City	Writer
24		Jul Khayr Jalali	ALS Teacher	Tagum City	Writer
25		Alfredo III Macayan	ALS Teacher	Tagum City	Writer
26		Cecille Mamay	ALS Teacher	Tagum City	Writer
27		Mary Joy Bibat	ALS Teacher	Tagum City	Writer
28		Mae C. Vasquez	ALS Teacher	Panabo City	Writer
29		Mona Jireh Sebio	ALS Teacher	Panabo City	Writer
30		Jake Guitorig	Teacher	CBNHS, Davao City	Writer
31		Teresa Verbo	Teacher	CBNHS, Davao City	Writer
32		Segundina Ramos	Principal IV	CBNHS, Davao City	Writer
33		Participant from COMELEC (To be identified)			
34					
35	RO XI	Mary Jeanne B. Aldeguer	Chief ES	RO XI CLMD	PMT-Chair
36		Maricel S. Langahid	EPS Regl. ALS FP	RO XI CLMD	PMT-Co-Chair
37		Rochelle Mae E. Sadaya	ALS Staff/JO	RO XI CLMD	TWG-Member
38		Elouise Bern P. Montegrando	ALS Staff/JO	RO XI CLMD	TWG-Member
39		Vincent B. Dinero	ALS Staff/JO	RO XI CLMD	TWG-Member
40	Division ALS Focal Persons	Jima A. Gelmo	Div. ALS FP, PSDS	Davao City	
41		Noemi. P. Canales	Div. ALS FP, EPS	Davao de Oro	
42		Shiela D. Sionosa	Div. ALS FP OIC, EPSA	Davao del Norte	
43		Eric C. Tubat	Div. ALS FP, PSDS	Davao del Sur	
44		Nilo S. Octura Jr.	Div. ALS FP, EPS	Davao Occidental	
45		Antonio I. Palma Gil	Div. ALS FP, EPS	Davao Oriental	
46		Gervasio R. Salinas, Jr., Phd	Div. ALS FP, EPS	Digos City	
47		Jeffrey C. Langga	Div. ALS FP, EPSA	IGACOS	



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Republic of the Philippines
Department of Education
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Office of the Regional Director

48		Rone N. Pequiro	Div. ALS FP OIC, EPSA	Mati City	
49		Jaime C. Carlom	Div. ALS FP, EPS	Panabo City	
50		Leila L. Ibita	Div. ALS FP, EPS	Tagum City	

Prepared by:

MARICEL S. LANGAHEED
EPS CLMD, Regional ALS Focal Person



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Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM

CLMD-2024-474

To : Schools Division Superintendents
 Chief Education Supervisor, CLMD

Subject : CONDUCT OF WORKSHOP ON THE ADDITIONAL COURSE KITS
 FOR FUNCTIONAL EDUCATION AND LITERACY PROGRAM
 (FELP) COURSES

Date : August 9, 2024

In pursuance to DepEd Memorandum DM-CT-2024-192, the Bureau of Alternative Education (BAE) and the Department of Education Region XI, Curriculum and Learning Management Division will conduct a Workshop on the Additional Course Kits (Work Readiness and Voters Education) for Functional Education and Literacy Program (FELP) Courses on August 19-23, 2024 at Ritz Hotel, Bo. Obrero, Davao City.

Participants are requested to bring laptops and other gadgets needed in the activity. Refer the list of participants to Annex I.

Participants shall be granted with 1-day Compensatory Overtime Credit for non-teaching personnel/ Service Credits for teaching personnel for their participation on August 21, 2024 (Holiday) per DepEd Order No.53, s. 2003 or the Updated Guidelines on Grant of Vacation Service Credits to Teachers and Non-Teaching Personnel.

Travel, per diem and other incidental expenses shall be charged to Sub-ARO DBM-NBC 5007 (ALS), directly downloaded to the respective Schools Division Offices, subject to the usual auditing rules and regulations.

All other details are in the enclosure.

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

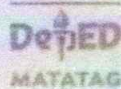
DEPARTMENT OF EDUCATION - REGION XI
 RECORDS SECTION

RELEASED

ALLAN G. FARNAZO
 Director IV

Enclosed: As Stated
 ROC6/msl

BY:
 Date: Aug. 15, 2024
 36309



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Doc. Ref. Code	RO-KMT-F001	Rev	00
Effectivity	07.01.21	Page	1 of 2





Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

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	Braian 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	Llartes 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	PMS D	Lead Facilitator
41		Michael Angelo Infante	SEPS	PMS D	Lead Facilitator
42		Iza A. Rubiales	SEPS	PMS D	Lead Facilitator



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

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 ePBT Other Supplemental ALS Learning Materials 			
12:00-1:00PM	LUNCH					
1:00-3:00PM	Arrival, Registration & Billeting (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 ePBT 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. LANGAHEED
 EPS CLMD, Regional ALS Focal Person

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



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Doc. Ref. Code	RO-KM1-F091	Rev	00
Effectivity	07.01.24	Page	3 of 3





Republic of the Philippines
Department of Education
 DAVAO REGION


Office of the Regional Director

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 Caballes	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:


MARICEY S. LANGAHID
 EPS CLMD, Regional ALS Focal Person


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

ROC6/msl



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Doc. Ref. Code	RO-MT-F001	Rev.	00
Effectivity	07/01/25	Page	2 of 3

