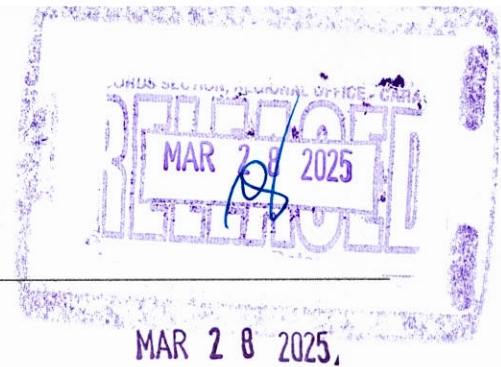




Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
CLMD – 2025 – 0329

To: Schools Division Superintendents) Division of Bayugan City
All Others Concerned) Division of Butuan City

**CONDUCT OF SERIES OF WORKSHOPS FOR ADDITIONAL FUNCTIONAL
EDUCATION AND LITERACY PROGRAM (FELP) COURSES**

1. In accordance with DepEd Memorandum DM-CT-2025-076, the Bureau of Alternative Education-Program Management and System Development Division (BAE-PMSDD) will conduct a series of Workshops for Additional Functional Education and Literacy Program (FELP) Courses. The specific venues will be announced separately.
2. All participants listed below are required to bring their laptops, extension cords, and any relevant reading materials.

Name	SDO	Workshop Date(s)	Location
Joshua L. Albia	Butuan City	May 26–30, 2025	Baguio City
		July 14–18, 2025	Cebu City
Mansio C. De La Mente	Bayugan City	June 17–20, 2025	Davao City

3. Travel expenses, including airfare, per diem, and other incidental costs, shall be charged to the FLO-ALS PSF, which is directly released to the Regional Office and subsequently downloaded to the respective Schools Division Offices (SDOs, subject to existing accounting and auditing rules and regulations.
4. For further details, please refer to the attached Memorandum.
5. For inquiries, you may contact Josephine Chonie M. Obseñares, EPS, Regional ALS Focal Person, at josephinechonie.obsenares@deped.gov.ph.
6. Immediate dissemination of this Memorandum is desired.

MARIA INES C. ASUNCION
Director IV
Regional Director



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5959
Email: caraga@deped.gov.ph
Website: caraga.deped.gov.ph



Doc. Ref. Code	RO-ASD-F164	Rev	00
Effectivity	08.09.24	Page	1 of 2



Encls.: As stated
Reference: Memorandum DM-CT-(2025-076)
To be indicated in the Perpetual Index
under the following subjects:

ALTERNATIVE LEARNING SYSTEM CURRICULUM
LEARNING RESOURCES WORKSHOP

CLMD/jcmo
03/27/2025



Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM
DM-CT-2025- 076

TO : REGIONAL DIRECTORS

FROM : 
GINA O. GONONG
Undersecretary for Curriculum and Teaching

SUBJECT : CONDUCT OF SERIES OF WORKSHOPS FOR ADDITIONAL FUNCTIONAL EDUCATION AND LITERACY PROGRAM (FELP) COURSES

DATE : March 12, 2025

The Bureau of Alternative Education (BAE) will conduct series of workshops for the **Additional Functional Education and Literacy Program (FELP) Courses** with the following details:

Name of Activity	Inclusive Dates	Venue
Workshop on the Revision of Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	May 26-30, 2025	Baguio City (Specific venue will be announced on a separate issuance)
Workshop on the Review of Revised Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	June 17-20, 2025	Davao City (Specific venue will be announced on a separate issuance)
Workshop on the Finalization of Revised Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	July 14-18, 2025	Cebu City (Specific venue will be announced on a separate issuance)

These activities specifically aim to attain and accomplish the following:

1. Revise the Learners' Course Kits for additional FELP courses;
2. Review and evaluate the revised course kits; and
3. Finalize the course kits for additional FELP courses.

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 to be incurred by the participants for this activity will be charged to the 2025 FLO-ALS Fund. Travel and other incidental and allowable expenses of the participants shall be charged to the funds comprehensively released to the Regional

Offices (DM-CT-2025-039 or Fiscal Year 2025 Alternative Learning System Funds Directly Released to the Regional Offices) or through local funds, subject to the usual accounting and auditing rules and regulations.

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:

MALCOLM S. GARMA

OIC-Undersecretary for Regional Operations

Workshop on the Revision of Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses
May 26-30, 2025

Indicative Program of Activities

Indicative Program of Activities					
TIME	Day 1 (Monday)	Day 2 (Tuesday)	Day 3 (Wednesday)	Day 4 (Thursday)	Day 5 (Friday)
7:00-7:30	Travel time, arrival, and Registration of the Participants	Workshop 1: Discussion with the Development Team on the consensus revisions to be implemented on the Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Breakfast and Registration		
7:31-8:00			Management of Learning		
8:01-9:00			Continuation of Workshop 1: Discussion with the Development Team on the consensus revisions to be implemented on the Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Continuation of Workshop 2 Individual Revision of Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Finalization of Outputs Version 2 of the Additional Course Kits for Functional Education and Literacy Program (FELP).
9:01-10:00			HEALTH BREAK		
10:01-10:10			Continuation of Workshop 1: Discussion with the Development Team on the consensus revisions to be implemented on the Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Continuation of Workshop 1: Discussion with the Development Team on the consensus revisions to be implemented on the Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Continuation of Workshop 2 Individual Revision of Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses
10:11-11:00			LUNCH BREAK		
11:01-12:00					
12:01-1:00					
1:01-2:00					
2:01-3:00					
	Check-in Time				
	I. OPENING PROGRAM *National Anthem *Prayer *DepEd Quality Policy *Acknowledgment of Participants: *Welcome Remarks: *Message: *Statement of Purpose and *Presentation of Mechanics Photo Opportunity	Continuation of Workshop 1: Discussion with the Development Team on the consensus revisions to be implemented on the Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Workshop 2: Individual Revision of Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Continuation of Workshop 2 Individual Revision of Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Submission of Outputs Version 2 of the Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses
3:01-3:10	Plenary Session: Orientation on the Guidelines and Mechanics of the Workshop on the Revision of Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Continuation of Workshop 1: Discussion with the Development Team on the consensus revisions to be implemented on the Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	HEALTH BREAK		
3:01-4:00			Continuation of Workshop 2 Individual Revision of Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Continuation of Workshop 2 Individual Revision of Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	CLOSING PROGRAM *National Anthem *Prayer *Insights and Impressions *Message of the Director *Awarding of Certificates *Closing Remarks and Ways Forward
4:01-5:00			Continuation of Workshop 2 Individual Revision of Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Continuation of Workshop 2 Individual Revision of Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Version 2 of Revised and Enhanced Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses
Expected Outputs	Conducted orientation on the Guidelines and Mechanics of the Workshop on the Revision of Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Revised and Enhanced Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Revised and Enhanced Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Revised and Enhanced Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	
Officer of the Day	Brenfel Hajan	Michael Angelo V. Infante	Jeffrey A. Florendo	Reyange V. Sandoval	Iza A. Rubiales

Workshop on the Review of Revised Course Kits for Additional Functional Education and Literacy Program (FELP) C June 17-20, 2025

Indicative Program of Activities

TIME	Day 1 (Monday)	Day 2 (Tuesday)	Day 3 (Wednesday)	Day 4 (Thursday)
7:00-7:30			Breakfast and Registration	
7:31-8:00				
8:01-9:00		Plenary 3: Discussion of the Review/Evaluation Tools and Summary of Findings, Correction, and Review Form (SFCR)	Workshop 2: Team Review Discussion with teammate	Continuation of Workshop 3: Preparation of Team Summary of Findings Report
9:01-10:00		Distribution of the Assigned Course Kits for Review		
10:01-10:10	Travel time, arrival, and Registration of the Participants			
10:11-11:00		Workshop 1 Individual Review of the Revised Course Kits (Content, Language, Design, Layout, and Pedagogy)	Continuation of Workshop 2 Team Review Discussion with teammate	Presentation and Critiquing of Output
11:01-12:00				
12:01-1:00			LUNCH	
1:01-2:00	Check-in Time			
2:01-3:00	I. OPENING PROGRAM *National Anthem *Prayer *DepEd Quality Policy *Acknowledgment of Participants *Welcome Remarks *Message *Statement of Purpose and *Presidential Mechanics Photo Opportunity	Continuation of Workshop 1 Individual Review of the Revised Course Kits (Content, Language, Design, Layout, and Pedagogy)	Continuation of Workshop 2 Team Review Discussion with teammate	Continuation of the Presentation and Critiquing of Outputs
3:01-3:10				
3:01-4:00	Plenary Session 1: Overview, Background, and Updates on the Additional Course Kits for FELP	Continuation of Workshop 1 Individual Review of the Revised Course Kits (Content, Language, Design, Layout, and Pedagogy)	Workshop 3: Preparation of Team Summary of Findings Reports	Submission of Final Outputs
4:01-5:00	Plenary 2: Orientation on the Guidelines and Mechanics of the Workshop on the Review of Revised Course Kits for Additional FELP Courses.			CLOSING PROGRAM *National Anthem *Prayer *Insights and Impressions *Message of the Director *Awarding of Certificates *Challenge *Acceptance of Challenge *Closing Remarks
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, comments and recommendations in the Summary of Corrections Report and FELP Course Kits with marginal notes	The consolidated, agreed comments and recommendations in the Team Summary of Corrections Report and FELP Course Kits with marginal notes.	Submitted final outputs: Team Summary of Findings Reports, Marginal Notes
Officer of the Day	Breniel A. Hagan	Michael Angelo V. Infante	Jeffrey A. Florendo	Iza A. Rubiteles

Workshop on the Finalization of Revised Course Kits for Additional Functional Education and Literacy Program (FELP) Co July 14-18, 2025

Indicative Program of Activities

TIME	Day 1 (Monday)	Day 2 (Tuesday)	Day 3 (Wednesday)	Day 4 (Thursday)	Day 5 (Friday)				
Breakfast and Registration									
7:00-7:30	Travel time, arrival, and Registration of the Participants	Workshop 1: Incorporating the corrections, comments and suggestions to Course Kits (Facilitator's Guide) for Additional Functional Education and Literacy Program (FELP) Courses	Workshop 2: Incorporating the corrections, comments and suggestions to Course Kits (Learner's Course Kits) for Additional Functional Education and Literacy Program (FELP) Courses	Workshop 3 Discussion with the Development Team on the consensus finalization to be implemented on the Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Continuation of the Finalization of Output Finalizing the Version 3 of Additional Course Kits for Functional Education and Lit Program (FELP) Course				
7:31-8:00									
8:01-9:00									
9:01-10:00									
10:01-10:10									
10:11-11:00	Continuation of Workshop 1: Incorporating the corrections, comments and suggestions to Course Kits (Facilitator's Guide) for Additional Functional Education and Literacy Program (FELP) Courses	Continuation of Workshop 2: Incorporating the corrections, comments and suggestions to Course Kits (Learner's Course Kits) for Additional Functional Education and Literacy Program (FELP) Courses	Continuation of Workshop 3 Discussion with the Development Team on the consensus finalization to be implemented on the Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Continuation of the Finalization of Output Finalizing the Version 3 of Additional Course Kits for Functional Education and Lit Program (FELP) Course					
11:01-12:00									
12:01-1:00					LUNCH BREAK				
1:01-2:00					Check-In Time I. OPENING PROGRAM *National Anthem *Prayer *DepEd Quality Policy *Acknowledgment of Participants *Welcome Remarks *Messages *Statement of Purpose and *Presentation of Mechanics Photo Opportunity	Continuation of Workshop 1: Incorporating the corrections, comments and suggestions to Course Kits (Facilitator's Guide) for Additional Functional Education and Literacy Program (FELP) Courses	Continuation of Workshop 2: Incorporating the corrections, comments and suggestions to Course Kits (Learner's Course Kits) for Additional Functional Education and Literacy Program (FELP) Courses	Continuation of Workshop 2 Discussion with the Development Team on the consensus revisions to be implemented on the Learner's Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Submission of Output Version 3 of the Learner's C Kits for Additional Functio Education and Literacy Prox (FELP) Courses
2:01-3:00									
3:01-3:10	Plenary Session: Orientation on the Guidelines and Mechanics of the Workshop on the Finalization of Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Continuation of Workshop 1: Incorporating the corrections, comments and suggestions to Course Kits (Facilitator's Guide) for Additional Functional Education and Literacy Program (FELP) Courses	Continuation of Workshop 2: Incorporating the corrections, comments and suggestions to Course Kits (Learner's Course Kits) for Additional Functional Education and Literacy Program (FELP) Courses	Finalization of Outputs Finalizing the Version 3 of the Additional Course Kits for Functional Education and Literacy Program (FELP) Courses	CLOSING PROGRAM *National Anthem *Prayer *Insights and Impressions *Message of the Director *Awarding of Certificates *Closing Remarks and Ways Forward				
3:01-4:00									
4:01-5:00									
Expected Outputs	Conducted orientation on the Guidelines and Mechanics of the Workshop on the Finalization of Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Edited Course Kits (Facilitator's Guide) for Additional Functional Education and Literacy Program (FELP) Courses	Edited Course Kits (Learner's Course Kits) for Additional Functional Education and Literacy Program (FELP) Courses	Finalized Course Kits for Additional Functional Education and Literacy Program (FELP) Courses	Finalized Course Kits for Add Functional Education and Lit Program (FELP) Course				
	Brenfel Hajar	Michael Angelo V. Infante	Jeffrey A. Florendo	Reyangle V. Sandoval	Iza A. Rubiales				