



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
GATE 2, KARANGALAN VILLAGE  
1900 CAINTA, RIZAL



19 April 2021

**Regional Memorandum**

**ONLINE REGIONAL CAPACITY BUILDING FOR DIVISION ALS FOCAL PERSONS AND  
EDUCATION PROGRAM SPECIALISTS ON VARIOUS PLATFORMS**

To **Schools Division Superintendents**

1. The Curriculum and Learning Management Division (CLMD) announces the Online Regional Capacity Building for Division ALS Focal Persons and Education Program Specialists in Various Platforms on May 11-12, 2021.
2. The training aims to:
  - a. equip the ALS implementers on the use of various platforms i.e., google calendar, google meet and google classroom and;
  - b. to capacitate ALS Implementers in the functionalities and advantages of educational platforms.
3. Participants to this activity are the Regional ALS Focal Persons, Regional IT Officer, HRDD Personnel, Division ALS Focal Persons and Education Program Specialists for ALS. Participants will use the online platform while the Regional Technical Working Group will be at the Bulwagan ng Karangalan as venue for the said two-day training. They are requested to register at <https://forms.gle/mBvEBkXFgvVHwD7R8> . Electronic certificate will be given upon completion of the training.
4. In adherence to IATF guidelines, the activity shall comply with the prescribed minimum public health protocols and standards. For inquiries, please call at 02-8682-5773 loc. 420, **Ms. Elaine T. Balaogan**, ALS Regional Supervisor.
5. Immediate dissemination of this Memorandum is desired.

  
**FRANCIS CESAR B. BRINGAS**  
Regional Director

cc: clmd/etb



**"EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"**

**Trunkline:** 02-8682-5773/8684-4914/8647-7487  
**Website:** [depedcalabarzon.ph](http://depedcalabarzon.ph)  
**Document Inquiry :** <https://r4a-teadoc.com/inquire>  
**Facebook:** DepEd R-4A Calabarzon



Enclosure 1

**ONLINE REGIONAL CAPACITY BUILDING FOR DIVISION ALS FOCAL PERSONS AND  
EDUCATION PROGRAM SPECIALISTS ON VARIOUS PLATFORMS**

**TRAINING MATRIX  
May 11-12, 2021**

<b>Time</b>	<b>Activity</b>	<b>Person-in-Charge</b>
<b>Day 1 (May 11, 2021)</b>		
8:00-8:30	Opening Program	RO
8:30-9:30	Session 1: Orientation on Data Privacy Act	Regional Personnel
9:30-9:50	Coffee Break	
9:50-11:00	Session 2:Etiquettes and Safety in Using Platforms	Regional Personnel
11:00-12:00	Session 3: OVERVIEW OF THE Different Online Conference/Meeting Platforms	Regional Personnel
12:00-1:00	Lunch Break	
1:30-4:30	Workshop on the Different Online Conference/Meeting Platforms	Regional Personnel
4:30-5:00	Presentation of Output	Participants
<b>Day 2 (May 12, 2021)</b>		
8:00-8:15	MOL	
8:15-9:30	Overview of the Different Template/Design Presentation	Regional Personnel
9:30-9:50	Coffee Break	
9:50-12:00	Workshop on the Different Template/Design Presentation	Participants
12:00-1:00	Lunch Break	
1:00-3:00	Presentation of Outputs	Participants
3:00-3:20	Coffee Break	
3:20-4:00	Next Steps	

## Number of Participants

Division	Number of Participants
Antipolo City	2
Bacoor City	2
Batangas Province	2
Batangas City	2
Biñan City	2
Cabuyao City	2
Calamba City	2
Cavite Province	2
Cavite City	2
Dasmariñas City	2
General Trias City	2
Imus City	2
Laguna	2
Lipa City	2
Lucena City	2
Quezon	2
Rizal	2
San Pablo City	2
Sta. Rosa City	2
Tanauan City	2
Tayabas City	2
RO	15
<b>TOTAL</b>	<b>57</b>