



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



DEPED-1A-JOR-21-324
12 JULY 2021

Regional Memorandum

REGIONAL WORKSHOP ON THE REFINEMENT AND FINALIZATION OF LOCALLY DEVELOPED LEARNING RESOURCES FOR ALTERNATIVE LEARNING SYSTEM (A & E AND LIVELIHOOD COURSES)

To **All Schools Division Superintendents**

1. In preparation for the opening of School Year 2021-2021, this Office prioritizes and ensures quality of learning resources for Alternative Learning System (ALS) and Senior High School (SHS) DepEd Region IV-A CALABARZON, through the Curriculum and Learning Management Division (CLMD) will conduct the **Regional Workshop on the Refinement and Finalization of Locally Developed Learning Resources for Alternative Learning System (A & E and Livelihood Courses)** on the following dates and modalities.

Activities	Inclusive Dates	Modality
Coordination Meeting of Division Coordinators of Alternative Learning System (ALS)	July 21-23, 2021	Virtual Via GMeet
Phase 1 Self-Paced Refinement of Locally Developed Learning Resources (Batch 1&2)	July 26-August 6, 2021	Virtual Via GMeet
Phase 2 Finalization of Self-Paced Refinement of Locally Developed Learning Resources (Batch 1)	August 9-13, 2021	Onsite /Face-to-Face NEAP CALABARZON, Malvar, Batangas
Phase 3 Finalization of Self-Paced Refinement of Locally Developed Learning Resources (Batch 2)	August 16-20, 2021	
Phase 4 Refinement of Locally Developed Learning Resources (Batch 3)	August 23-27, 2021	<i>Blended</i> Virtual -Via GMeet Onsite - Bulwagan ng KarangalanDepEd CALABARZON, Karangalan,Cainta, Rizal



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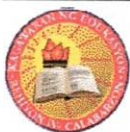
2. Matrix of the activity is indicated in Enclosure 1. Participants to this activity are listed in Enclosure 2. Participants to this activity shall bring laptop, extension cord, and a print and a soft copy of SLM of assigned learning area and other locally developed learning materials in their respective schools/divisions. Enclosure 3 indicates the Terms of References that applies to this activity.
3. Participants shall confirm their attendance on or before **August 6, 2021** using the following Google Forms at the links below.

Forms	URL/Access Link
a. Health Declaration and Attendance Confirmation	https://tinyurl.com/ALS-SHS-LearningResource
b. Workshop Participation & Waiver of Liability Agreement	https://tinyurl.com/Waiver-ALS-SHS-LRM

4. Sending representatives or replacement to this activity is highly discouraged. Participants who did not confirm their attendance will be replaced by the Regional Office.
5. Transportation expenses of participants from SDO's shall be charged to MOOE/local funds while board and lodging shall be covered by the Regional Fund subject to usual auditing and accounting rules and regulations.
6. Participants in this activity may apply for vacation service credit as per DepEd Order No. 53, s. 2003 "Updated Guidelines on Grant of Vacation Service Credits to Teachers".
7. For clarifications and queries, contact **ELAINE T. BALAOGAN**, Education Program Supervisor In-Charge of Alternative Learning System, **EUGENE RAY F. SANTOS**, Education Program Supervisor, In-Charge of Senior High School, **VIRGILIO O. GUEVARRA, JR.**, Education Program Supervisor, In-Charge of Technical-Vocational and Livelihood, and **RAMONITO O. ELUMBARING** and **REICON C. CONDES**, Regional Coordinators of Learning Resource Management, In-Charge of Learning Resource Management at (02) 8681-7249 local 420.
8. Immediate dissemination of this Memorandum is desired.


FRANCIS CESAR B. BRINGAS
 Regional Director

clmd/erfs/vog/etb/rcc/roe



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Regional Workshop on the Refinement and Finalization of Locally Developed Learning Resources
for Alternative Learning System (A & E and Livelihood Courses)

MATRIX OF ACTIVITIES

Phase/Date/Time	Day 0*	Day 1	Day 2	Day 3	Day 4	Day 5
PHASE 2	August 8, 2021	August 9, 2021	August 10, 2021	August 11, 2021	August 12, 2021	August 13, 2021
PHASE 3	August 15, 2021	August 16, 2021	August 17, 2021	August 18, 2021	August 19, 2021	August 20, 2021
PHASE 4		August 23, 2021	August 24, 2021	August 25, 2021	August 26, 2021	August 27, 2021
7:00-8:00		Arrival and Registration of Participants	Breakfast	Breakfast	Breakfast	Breakfast
8:00-8:15		Opening Program	Management of Learning	Management of Learning	Management of Learning	Management of Learning
8:16-10:00	Travel Time	Plenary Session 1 Policy Guidelines and Standards of Self-Learning Materials Ramonito O. Elumbaring	Continuation of Workshop 1	Presentation of Outputs and Giving of Feedback	Continuation of Workshop 3	Uploading of Refined Version of Learning Resources
10:01-10:30		Coffee Break Plenary Session 2 The I-D-E-A Instructional Design: Its Translation and Execution in the SLM's Phillips T. Monterola	Coffee Break Workshop 2 Integration of Edits/Revisions in the Learning Resources (1)	Coffee Break	Coffee Break	Coffee Break
10:30-12:00				Refinement and Finalization of in the Learning Resources	Presentation of Outputs and Giving of Feedback	Debriefing
12:01-1:00	Arrival of Members of the Regional Technical Working Group	Lunch Break	Lunch Break	Lunch Break	Lunch Break	Lunch Break
1:01-2:30		Briefing	Continuation of Workshop 2	Workshop 3 Integration of Edits/Revisions in the Learning Resources (2)	Refinement and Finalization of in the Learning Resources	Closing Program and Awarding Ceremonies
2:31-3:00		Coffee Break	Coffee Break	Coffee Break	Coffee Break	
3:01-5:00	Setting of Directions Preparation of Templates and Finalization of Workshop Materials and Tools	Workshop 1 Review of the Available Learning Resources	Continuation of Workshop 2	Continuation of Workshop 3	Output Audit	
5:01-6:00	Dinner	Dinner	Dinner	Dinner	Dinner	
Minute Takers	VirgilioGuevarra	Bernadette Condes	Phillips Monterola	Reicon C. Condes	Eric Morraol	Eugene Ray Santos
Facilitators	Eugene Ray Santos	JhonathanCadavido	Bernadette Condes	Phillips Monterola	Elaine Balaogan	VirgilioGuevarra
Expected Outputs	Finalized Program Flow and Training Matrix	(a) Learning Resource Review Form	(a) Revised Learning Resource 1	(a) RTP 1 (b) Revised Learning Resource 2	(a) RTP 2 (b) Complete Learning Resource in Google Drive Folder	Google Drive with complete Learning Resources

*Day 0 is for CLMD Personnel Only

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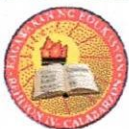
Regional Workshop on the Refinement and Finalization of Locally Developed Learning Resources for Alternative Learning System (A & E and Livelihood Courses)

LIST OF PARTICIPANTS

CLMD Personnel	
Name	Position
1. Job S. Zape, Jr.	Chief
2. Elaine T. Balaogan	Education Program Supervisor
3. Jhonathan S. Cadavido	Education Program Supervisor
4. Eugene Ray F. Santos	Education Program Supervisor
5. Virgilio O. Guevarra, Jr.	Education Program Supervisor
6. Philips T. Monterola	Regional Coordinator- ESP
7. Ramonito O. Elumbaring	Regional Coordinator
8. Eric V. Mornaol	Regional Coordinator
9. Bernadette A. Condes	Regional Coordinator
10. Reicon C. Condes	Regional Coordinator
11. Fe M. Ong-ongowan	Regional Librarian
12. Lhovie A. Cauilan	Teaching Aid Specialist
13. Ephraim L. Gibas	Computer Maintenance Technologist

Coordination Meeting of Division Coordinators of Alternative Learning System (ALS) (Virtual)

Name	SDO
1. Anselmo Celeste	Antipolo City
2. Leonora Medina	Bacoor City
3. Meniano Eborra	Batangas City
4. Rosemarie Encarnacion	Batangas Prov.
5. Lani Alonte	Binan City
6. Clariza G. Terones	Calamba City
7. Elma Aure/Ana Atendido	Cavite Prov.
8. Yolanda Oliver	Cavite City
9. Arvie Montejó	Cabuyao City
10. Marites Manicio	Dasmariñas City
11. Heidi Alain Nietes	General Trias City
12. Leah Guillang	Imus City
13. Juvy Tobias	Laguna
14. Gerardo Mosca	Lipa City
15. Mylene Dapol	Lucena City
16. Asuncion Ilao	Quezon
17. Meliton Berin	Rizal
18. Lerma Baldonado	San Pablo City
19. Teresita Quintos	Sta. Rosa City
20. Edna Mendoza	Tanuan City
21. Mildred Galleno	Tayabas City



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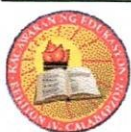
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PHASE 1- Batch 1 & 2 Participants (Online/Virtual)**PHASE 2 – Batch 1 (Onsite/Face-to-Face)**

Name	School	SDO
1. Valle, Marissa C.	Angono National High School	Rizal Province
2. Lugo, Zorina Z	Antipolo City SHS	Antipolo City
3. Vocal, Jose John S.M.	Morong National High School	Rizal Province
4. Gallardo, Dave S.	San Jose - Litex Senior High School	Rizal Province
5. Robles, Van Russel A.	Tanay Senior High School	Rizal Province
6. Josephine O. Resquir	SHS in San Nicholas III	Bacoor City
7. Realingo, Ricky M.	Alangilan Senior High School	Batangas City
8. Iballa, Sheryl G.	Baras-Pinugay Integrated High School	Rizal Province
9. Guadalupe de Jesus	Recto Memorial National High School	Quezon
10. Barroso, Norman	Tanza National Comprehensive High School	Cavite Province
11. Roxas, Caselyn T.	Morong National High School	Rizal Province
12. Matreo, Edlyn B.	Trece Martires City Senior High School	Cavite Province
13. Arce, Loida A.	Amadeo National High School	Cavite Province
14. Butial, Aristeo	Bulihan Integrated NHS	Cavite Province
15. De Corion, Janice O.	Integrated NHS Cavite National High	Cavite Province
16. Samo, Gary A.	Bulihan School Senior High School	SDO Cavite City
17. Cordora, Katherine O.	Cavite National High School Senior High School	Cavite City
18. Sarmiento, Jocelyn O.	Tagaytay City Science HS-Integrated SHS	Cavite Province
19. Joy B. Gozun	BCSHS Sto. Tomas campus	Binan City
20. Avangelina M. Barcena	BCSHS Sto. Tomas Campus	Binan City
21. Kristine Joan M. Hinanay	Recto Memorial National High School	Quezon Province
22. Gaspar, Rainier	Bulihan Integrated NHS	Cavite Province
23. Asegurado, Michael C.	Gov. Juanito Reyes Remulla Senior High School	Imus City
24. Catangay, Edwin B.	Southville 1 Integrated National High School	Cabuyao City
25. Aquino, Gladys O.	Gen. Pantaleon Garcia Senior High School	Imus City
26. Junio, Jacklyn Judith B.	Southville 1 Integrated National High School	Cabuyao City
27. Catangay, Edwin B.	Southville 1 Integrated National High School	Cabuyao City
28. Jayson B. Agarin	Felix Amante Senior High School	San Pablo City
29. Jeffrey M. Lareta	Binan City Senior High School -Sto. Tomas Campus	Binan City
30. Rodriguez, Mildred DO.	Mamatid Senior High School	Cabuyao City
31. John Joseph L. Padua	Majada In Integrated School	
32. Dr. Vellen M. Manimtim	Punta Integrated School	Calamba City
33. Thea Marie A. Ellema	Paliparan III Senior High School	Dasmaringas City
34. Jerome Penit	Dasmaringas Integrated High School	
35. Naynes, Alfredo G.	Luis Palad Integrated High School	Tayabas City
36. Frederick C. Macarubbo	Labas Senior High School	Sta. Rosa City
37. Melissa H. Nogot	Dr. Jose P. Rizal Senior High School	Dasmaringas City
38. Rowena M. Lacson	Lumampong National High School	Cavite Province
39. Renelyn Bergunio	GMA	Cavite Province
40. Michael Reyes	GMATHS	Cavite Province
41. Katrina Globio	GMATHS	Cavite Province
42. Nerlie Dimapilis	GMATHS	Cavite Province
43.		Cavite Province
44. Alex G. Yarzo	Bagbag National High School	Cavite Province
45.		Cavite Province
46. Joedale A. Tableante	Dasmaringas Integrated High School	Dasmaringas City
47. Almalyn Paras	Dasmaringas Integrated High School	Dasmaringas City
48. Joseph R. Celestial	BCSHS Sto. Tomas Campus	Binan City



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49. Wilson Creencia	Sto. Domingo Integrated High School	Sta . Rosa City
50. Jain, Allan Gilbert M.	Cabuyao Integrated National High School	Cabuyao City
51. Maisie Anne B. Lontok	Luis Y. Ferrer Jr. Senior High School	Gen. Trias City
52. Dennis T. Deseo	Luis Y. Ferrer Jr. Senior High School	Gen. Trias City
53. Andrade, Maricel C.	Morong National High School	Rizal Province
54. Joan T. Santiago	Morong National High School	Rizal Province
55. Jennifer J. Corcino	Morong National High School	Rizal Province

PHASE 3 – Batch 2 (Onsite/Face-to-Face)

Name	School	SDO
1.*		Bacoor City
2. Alvin San Gabriel	GMATHS	Cavite Province
3. Mary Ann N. Villareal	General Emilio Aguinaldo National High School	Imus City
4. Marycon Carmela G. Mella	General Emilio Aguinaldo National High School	Imus City
5. Ma. Lourdes M. Sena	Paliparan National High School	Dasmaringas City
6. Janice Arpon	Jacobo Z. Gonzales Memorial NHS	Binan City
7. Marilyn Senet	Southville 5A Integrated NHS	Binan City
8. Dinna A. Platon	Jacobo Z. Gonzales Memorial NHS	Binan City
9. Victoria S. de Guzman	Jacobo Z. Gonzales Memorial NHS	Binan City
10. Pangan, Sergia B.	Southville 1 Integrated National High School	Cabuyao City
11. Avellana, Teresita V.	Cabuyao Integrated National High School	Cabuyao City
12. Mesias, Steven A.	Bigaa Integrated National High School	Cabuyao City
13. Riza Mia Calipay	Calamba Bayside Integrated school	Calamba City
14. Susana Gutierrez	E. Barretto National High School	Calamba City
15. *		Laguna Province
16. *		Laguna Province
17. *		Laguna Province
18. *		Laguna Province
19. Lorelie C. Mission	Santisimo Rosario Integrated High School	San Pablo City
20. Marites M. Punzalan	Santisimo Rosario Integrated High School	San Pablo City
21. Cuento, Shiela B.	Don Jose Integrated High School	Sta Rosa City
22. Mendizabal, Jr. Anastacio	Balete Integrated School	Batangas City
23. *		Lipa City
24. *		Tanauan City
25. *		Tanauan City
26. Maria Riza Nia N. Binas	Muzon National High School	Rizal Province
27. Merly Z. Alipio	Bagumbong National High School	Rizal Province
28. Ferdinand D. Angkahan	Baras National High School	Rizal Province
29. Eric M. Garrovillas	Jalajala National High School	Rizal Province
30. Donna Liza D. Cutanda	MayaoParada Agricultural Integrated High School	Lucena City
31. Michelle A. Morong	MayaoParada Agricultural Integrated High School	Lucena City
32. Tullao, Blande E.	Malicboy National High School	Quezon Province
33. Maria Corazon C. Tolentino	Malicboy National High School	Quezon Province
34. Hernando C. Cortez	Talipan National High School	Quezon Province
35. Rassel M. Racelis	Talipan National High School	Quezon Province
36. Geraldine M. Constantino	Luis Palad Integrated High School	Tayabas City
37. Delia M. Labarda	Dasmaringas East Integrated High School	Dasmaringas
38. Antonette L. Manalo	Dasmaringas Integrated High School	Dasmaringas
39. *		Cavite
40. *		Cavite City
41. *		Quezon Province

*to be identified

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PHASE 4 – Batch 3[Blended (Virtual/Face-to-Face)]**Virtual**

Name	School	SDO
1. Marc Mykl G. Sibál	San Jose National High School	Antipolo City
2. Alma Francisca A. Serafica	Antipolo National High School	Antipolo City
3. Perez, Donalie D.	Cupang National High School	Antipolo City
4. Garcia, Sheren A.	San Jose National High School	Antipolo City
5. Estipona, Jane Delano R.	Antipolo City Senior High School	Antipolo City
6. Sibál, Josephine N.	Dalig National High School	Antipolo City
7. Mary Ann T. Tarnate	Tagumpay National High School	Rizal
8. Jennifer R. Mariano	Jalajala National High School	Rizal
9. Se, Donald A.	Mayamot National High School	Antipolo City
10. San Jose, Hildrette J.	Dela Paz National High School	Antipolo City
11. Jessica G. Lasam	Malaya Integrated National High School	Rizal
12. Alvin B. Bilangel	Burgos National High School	Rizal
13. Marvin Lopez	Paliparan II Integrated High School	Dasmariñas
14. Aillen T. Banda	Pililla National High School	Rizal
15. Donna Rose M. Obciana	Paliparan II Integrated High School	Dasmariñas
16. Darlene S. Interno	Congressional Integrated High School	Dasmariñas
17. Iriz D. Pinuela		Santa Rosa City
18. Jocelyn B. Reyes		Sta. Rosa City
19. Elizabeth B. Dizon		Cavite Province
20. Renante Soriano		Laguna Province
21. Maria C. Valenzuela		Lipa City
22. Carolyn I. Chavez		Batangas Province
23. Doris Del Rosario		Bacoor City
24. Jade Vine L. Paras		Laguna Province
25. Peter Simon D. Santillan		Bacoor City
26. Ronaldo Bago		Binan City
27. Raymundo S. Poral		Lipa City
28. Crispeniana P. Bauyon		Laguna Province
29. Lorna P. Custodio		Batangas Province
30. Beverly D. Sastrillo		Batangas Province
31. Benjo B. Desuangco		Lipa City
32. Adora C. Murillo		Laguna Province
33. Abigail I. Mirabel-Agapay		Laguna Province
34. Helen A. Gutierrez		Bacoor City
35. Nenita N. De Leon		Rizal Province
36. Glenda N. Aruejo		Laguna Province
37. Ma. Daisy R. Dichoso		Cabuyao City
38. Myrasol D. Beltran		Batangas Province
39. Maria Leorita A. Gutierrez		Lucena City
40. Roselyn Q. Golfo		Lucena City
41. Diosmar O. Fernandez		Dasmariñas City
42. Ernesto C. Caberte Jr.		Biñan City
43. Ricardo P. Makabenta		Cavite City
44. Christopher Aaron S. De Leon		Laguna Province



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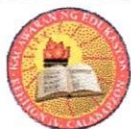
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45. Claude Van P. Barlas		Laguna Province
46. Sheilah May M. Villamor		Antipolo City
47. Necitas T. Constante		Binan City
48. Baby Janet U. Dimailig		Batangas Province
49. JhoannBuñag		Lucena City
50. Venesa M. Buen		Laguna Province
51. Kristine R. Rodrigo		Laguna Province
52. Raine P. Ramos		San Pablo City
53. Josephine V. Cabulong		Tayabas City
54. Jocelyn M. Manset		Batangas Province
55. Elizabeth B. Dizon		Cavite Province
56. Perlita A. Dela Cruz		San Pablo City
57. Jesusa L. Partosa		Antipolo City
58. Shine C. Maigting		Calamba City
59. Zoraida C. Passion		Laguna Province
60. Ma. Corazon A. Rubio		Lucena City
61. Leah B. Bermudez		Quezon
62. Rosziel S. Rosales		San Pablo City
63. Nenita N. De Leon		Rizal Province
64. Elma H. Ilagan		Lipa City
65. Asher H. Pasco		Laguna Province
66. Roda B. David		San Pablo City

Onsite/Face-to-Face

Name	School	SDO
1. Christopher A. Olaya	Pililla National High School	Rizal
2. Ryan D. Betito	Morong National High School Talaga Annex	Rizal
3. Alona T. Nieva	MahabangParang National High School	Rizal
4. Jocelyn O. Villar	Kasiglahan Village National High School	Rizal
5. Rommel B. Golla	Angono National High School	Rizal
6. Shiella S. Violago	Kasiglahan Village National High School	Rizal
7. Marilyn M. Arcilla	Angono National High School	Rizal
8. Alvin G. Alejandro		Antipolo City
9. Larry I. Sulio		Antipolo City
10. Jael Faith Ledesma		Binan City
11. Hiyasmin D. Capelo		Binan City
12. Sonny Bhoy Flores		Binan City
13. Rosanito Paras		Antipolo City
14. Mercelita Tabor San Gabriel		Antipolo City
15. Carla D. Español		Antipolo City
16. Crizalyn D. Billones		Antipolo City
17. Elsie Reyes		Tanauan City
18. Allan Medenilla		Binan City
19. Gilbert Manaois		Santa Rosa City



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Enclosure 3

Terms of Reference

The Learning Resource Management Team shall be responsible for the entire conduct of the activity from venue to the logistics needed:

The **Integration Workshop Focal Persons** shall:

- craft the proposal, memorandum, and RBA;
- coordinate with the workshop venue management and prepare the contract for the event;
- coordinate with the Supplies Officer for the supplies needed;
- conduct meetings with the facilitator;
- lead the review and evaluation of the presentation to be used for the activity;
- oversee the conduct of the activity;
- provide workshop templates, initial points for the refinement of the SLMS, and pointers in the development of LAS; and
- lead the team for the conduct of debriefing sessions.

The **Regional Secretariat** shall:

- prepare the completion report;
- request preparation of contract and supplies;
- prepare the room listing;
- coordinate with the moderator regarding the materials needed for the workshop and the documents that needed to be accomplished daily;
- prepare the documents needed for liquidation;
- prepare and print certificates of recognition, participation, and appearance; and
- submit the needed requirements to respective functional divisions after the conduct of the activity.

The **Facilitator** shall:

- lead the MOL;
- introduce the guests;
- lead the FGD;
- provide instructions and inputs during the workshop;
- facilitate the collection and presentation of outputs;
- give the synthesis;
- ensure maximum participation of the participants; and
- address all concerns of the day (i.e., health, food restrictions, accommodation, etc.).

The **Minute Taker** shall:

- document agreements, issues, concerns, and important activities, that happened during the workshop.

The **Participants** shall:

- participate actively during the activity;
- produce the needed outputs/ deliverables relative to the objective of the activity;
- submit all the target outputs on time; and
- be responsible and accountable on the outputs to be submitted.

The **Regional Learning Area Supervisors/Coordinators** shall:

- ensure the quality of the outputs/ deliverables to be submitted relative to the objective of the activity;
- facilitate the FGD among the participants in their respective learning area;
- provide directions on the quality of the refined SLMS and developed LAS;
- lead the learning area participants in the development and quality assurance of the target outputs/ deliverables; and
- ensure that the outputs are camera-ready for printing; and



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