



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



07 February 2022

Regional Memorandum

**WORKSHOP ON HARMONIZING PROGRAMS FOR LEARNERS THROUGH 3Bs
INITIATIVE AND EARLY LANGUAGE LITERACY AND NUMERACY
(ELLN) IN THE NEW NORMAL**

To **All Schools Division Superintendents**

1. This office, through the Curriculum and Learning Management Division (CLMD), will conduct the **Regional Workshop on Harmonizing Programs for Learners Through 3Bs and ELLN Program in the New Normal** on the following schedule:

Cluster	Date	Venue
Batch 1	February 14-16, 2022	NEAP Malvar, Batangas
Batch 2	February 17-19, 2022	

2. The primary aim of this activity is to develop a plan or process flow in strengthening the literacy and numeracy skill through workshops with the supervisors, school heads, and teachers.
3. Participants in this activity are the Education Program Supervisor in charge of ELLN/Kinder/Math/ Filipino, select School Heads, and K-3 Teachers. Please see attached Enclosure 1 for the list of participants per Schools Division Office.
4. The participants shall register to the link <https://bit.ly/3ovFw4d> or before February 11, 2022.
5. Participants who are only fully vaccinated will be allowed to attend the activity and must bring their vaccination cards. Since this is face-to-face engagement, the Regional Training Management Team shall ensure that the conduct of this workshop must strictly adhere to the health protocols set by the Region and the IATF.



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6. Participants shall be entitled to service credits in accordance with DepEd Order No. 53 s. 2003 entitled Updated Guidelines on the Grant of Vacation Service Credits to Teachers. Likewise, non-teaching personnel, including management staff, shall be provided with Compensatory Time-Off (CTO) per Civil Service Commission (CSC) and Department of Budget Management (DBM) Joint Circular No. 2 s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.
7. Transportation and incidental allowances of the participants shall be charged against school MOOE or local funds, whichever is available. Expenses relative to this activity shall be a charge to GAA Fund and ELLN Program Support Funds for FY 2021, subject to usual accounting and auditing rules and regulations.
8. For clarifications and queries, contact **DIANNE CATHERINE TEVES-ANTONIO**, Education Program Supervisor, **MARVELINO M. NIEM**, Education Program Supervisor, and **JOB S. ZAPE, JR.**, CLMD Chief at (02) 8681-7249 local 420.
9. Immediate dissemination of this Memorandum is desired.


FRANCIS CESAR B. BRINGAS
Regional Director ✓

clmd /dcta/mmn



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WORKSHOP ON HARMONIZING PROGRAMS FOR LEARNERS THROUGH 3Bs INITIATIVE AND EARLY LANGUAGE LITERACY AND NUMERACY (ELLN) IN THE NEW NORMAL

February 14-16, 2022 & February 17-19, 2022
NEAP Malvar, Batangas

DATE / TIME	Day 1	Day 2	Day 3
7:00-8:00 AM	Planning of the TWGs	Breakfast	
8:00-9:00 AM		Management of Learning	Management of Learning
9:00-10:00 AM		Workshop 1 Focus Group Discussion on the ELLN Catch-up Program Process Flow (School Level)	Presentation of Output / Wrap up
10:00-11:00 AM			
11:00 -12:00 PM			
12:00 -1:00 PM	Lunch Break	Lunch Break	
1:00 - 2:00 PM	Opening Program	Workshop 2 Focus Group Discussion on the ELLN Catch-up Program Process Flow (District and Division Level)	Closing Program
2:00 - 3:00 PM	Session 1 Direction and Focus For 2022 Early Language Literacy and Numeracy Program <i>Job S. Zape Jr.</i> <i>CLMD Chief</i>		
3:00 - 4:00 PM	Session 2 Revisiting the DepEd Memorandum No. 173, s. 2019 HAMON: BAWAT BATA BUMABASA (3Bs Initiative) <i>Dianne Catherine Teves-Antonio</i> <i>Education Program Supervisor</i>		
4:00 – 5:00 PM	Session 3 Mathematics in Early Childhood Education? <i>Marvelino M. Niem</i> <i>Education Program Supervisor</i>		
Facilitator/s	Dianne Catherine Teves-Antonio / Marvelino M. Niem		
Expected Outputs	Inventory of Issues and Concerns in ELLN Implementation	Results of the Focus Group Discussion, Draft of the ELLN Catch-up Program Process Flow in School, District, and Division Level	Submission of finalized ELLN Catch-up Program Process Flow in School, District, and Division Level

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Terms of Reference

The CLMD shall be responsible for the entire conduct of the activity from venue to the logistics needed:

The **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 facilitators;
- lead the review and evaluation of the presentation to be used for the activity;
- check the target output per day;
- oversee the conduct of the activity;
- provide workshop templates; and
- lead the team in 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:

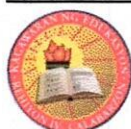
- lead the MOL;
- introduce the guests;
- lead the FGD;
- provide instructions and inputs during the workshop;
- facilitate the collection and presentation of outputs;
- give the synthesis;
- ensure maximum participation of the participants; and
- address all concerns of the day (i.e., health, food restrictions,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

The **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 for the outputs to be submitted.

The **Division Education Program Supervisor in charge of the ELLN Program** shall:

- serve as class manager and process observers during the conference.
- help the RTWG in the implementation of the program by serving as emcees,
- facilitate the conduct of debriefing after the day's session.



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LIST OF PARTICIPANTS

BATCH 1				
February 14-16, 2022				
NO.	Schools Division Office (SDO)	EPS in Kinder/Math/ English/Filipino	Select School Heads	Select K-3 Teachers
1	Antipolo City	2	1	2
2	Bacoor City	1	0	1
3	Batangas City	2	1	2
4	Batangas Province	2	1	2
5	Binan City	1	0	1
6	Cabuyao City	1	0	1
7	Calamba City	2	1	2
8	Cavite City	1	0	1
9	Cavite Province	2	1	2
10	Dasmariñas City	1	0	1
11	Gen. Trias City	1	1	1

BATCH 2				
February 17-19, 2022				
NO.	Schools Division Office (SDO)	EPS in Kinder/Math/ English/Filipino	Select School Heads	Select K-3 Teachers
1	Imus City	1	0	1
2	Laguna Province	2	0	1
3	Lipa City	1	1	1
4	Lucena City	2	1	2
5	Quezon Province	2	1	2
6	Rizal Province	2	0	1
7	San Pablo City	1	0	1
8	San Pedro City	1	0	1
9	Sta. Rosa City	1	0	1
10	Tayabas City	1	1	1
11	Tanauan City	1	0	1



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