



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



CLMD-URM-2023-220

8 December 2023


Unnumbered Memorandum

**PARTICIPATION IN THE WORKSHOP ON THE EVALUATION
OF APPLICATION DOCUMENTS OF PRIVATE MADARIS FOR
FINANCIAL ASSISTANCE FOR SY 2023-2024**

To **Schools Division Superintendents of Cavite Province & Dasmariñas**

1. In reference to **DM-CT-2023-395** dated November 28, 2023, this Office announces the participants in the **Workshop on the Evaluation of Application Documents of Private Madaris for Financial Assistance for SY 2023-2024** on December 13-15, 2023, in Cebu City, Region VII.
2. Specifically, this activity aims for the participants to:
 - a) be re-oriented on the current guidelines on the grant of financial assistance to Private Madaris adopting the K to 12 basic education curriculum;
 - b) evaluate the authenticity, completeness, and compliance of application documents of Private Madaris for financial assistance; and
 - c) express strong commitment to upholding the standards set by DepEd for the grant of financial assistance.
3. See Enclosure 1 for the list of identified participants and **DM-CT-2023-395**, for the details of the workshop.
4. Accommodation, traveling, and other incidental expenses shall be charged to **MEP 2023 Current Funds** and **Local Funds** should there be deficiencies in the allocated funds, subject to the usual government accounting and auditing rules and regulations.
5. For inquiries or concerns, contact **BLD-SID** through Ms. Marites P. Romen, Supervising Education Program Specialist at marites.romen@deped.gov.ph.
6. Immediate dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II

 Regional Director

Cc:02/ROC4



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



Certificate No. PHP QMS
22 93 0085

Enclosure 1

**Workshop on the Evaluation of Application Documents of Private Madaris for
Financial Assistance for SY 2023-2024**

List of Participants

SDO/School	Name	Position
Dasmariñas City	Alejo S. Filio	DMEPC
ISCAG	Jocelyn C. Jllah	Principal
	Rochelle D. Osias	Budget Officer
Cavite Province	Ellen Lopez	DMEPC
AMANA Integrated School Inc.	Al Nasser B. Usman	Budget officer



Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM
DM-CT-2023- 395

TO : REGIONAL DIRECTORS

FROM : ALMA RUBY C. TORIO
Assistant Secretary for Curriculum and Teaching
Officer-in-Charge
Office of the Undersecretary for Curriculum and Teaching

SUBJECT : PARTICIPATION IN THE WORKSHOP ON THE EVALUATION OF APPLICATION DOCUMENTS OF PRIVATE MADARIS FOR FINANCIAL ASSISTANCE FOR SY 2023-2024

DATE : November 28, 2023

To ensure the continuous and efficient provision of support funds to private madaris in line with the standards set in DepEd Order No. 49 s. 2021, the Bureau of Learning Delivery - Student Inclusion Division (BLD-SID) will conduct the **Workshop on the Evaluation of Application Documents of Private Madaris for Financial Assistance for SY 2023-2024** on December 13-15, 2023 in Cebu City, Region VII. The specific venue will be announced through a separate advisory.

Specifically, this activity aims for the participants to:

- A. be re-oriented on the current guidelines on the grant of financial assistance to private madaris adopting the K to 12 basic education curriculum;
- B. evaluate the authenticity, completeness, and compliance of application documents of private madaris for financial assistance; and
- C. express strong commitment to upholding the standards set by DepEd for the grant of financial assistance.

Participants in this activity are select Regional and Division Madrasah Education Program Coordinators (RMEPCs/DMEPCs), as well as School Administrators and Finance Officers of private madaris from implementing regions listed in Annex A. They are advised to pre-register online not later than December 4, 2023 through this link: <https://tinyurl.com/PM-Registration>.

The RMEPCs are expected to collect and ensure the authenticity, completeness, and compliance of application documents of their private madaris and bring the same with endorsement of their Regional Director during the aforesaid activity.

Participants are requested to bring their laptop. They are advised to take the most economical means of transportation and arrive at the venue a day before the activity. The first meal to be served is **dinner of Day 0** while the last meal is **breakfast of**



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Day 3. See Annex B for the Program of Activities.

Accommodation, traveling, and other incidental expenses shall be charged to **MEP 2023 Current Funds** and **Local Funds** should there be deficiencies in the allocated funds, subject to the usual government accounting and auditing rules and regulations.

For inquiries or concerns, please contact the BLD-SID, through **Ms. Marites P. Romen**, Supervising Education Program Specialist at marites.romen@deped.gov.ph.

For immediate dissemination and compliance.

Copy furnished:

ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations



Republic of the Philippines
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Annex A – Distribution of Participants per Region

**Workshop on the Evaluation of Application Documents of Private Madaris
for Financial Assistance for SY 2023-2024**
November 27-29, 2023, Cebu City, Region VII

Region	RMEPC	DMEPC	School Administrator (President/ Principal)	Finance Officer	Total
IV-A (CALABARZON)	1		2	2	5
NCR	1		1	1	3
VII	1		1	1	4
IX	1	1	5	5	12
X	1		2	2	5
XI	1	1	4	4	10
XII	1		2	2	5
TOTAL	7	2	17	17	43

Annex B - Indicative Program of Activities



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
Direct Line: (632) 8633-7202/8687-4146 E-mail: ouci@deped.gov.ph



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Workshop on the Evaluation of Application Documents of Private Madaris for Financial Assistance for SY 2023-2024 December 13-15, 2023, Cebu City, Region VII

INDICATIVE PROGRAM OF ACTIVITIES

DAY 0 (December 12, 2023)		
TIME	ACTIVITY	
8:00 AM – 5:00 PM	Travel Period	
5:00 PM – 5:30 PM	Venue Check-In	
5:30 PM – 6:00 PM	Registration	
6:00 PM onwards	Dinner	

DAY 1 (December 13, 2023)		
TIME	ACTIVITY	PERSON INVOLVED
7:00 AM – 8:00 AM	Breakfast	
OPENING PROGRAM		
8:00 AM – 8:30 AM	Management of Learning	MEP Management Team
8:30 AM – 11:00 AM	Welcome Remarks	Dir. Marilyn B. Siao
	Message	Dir. Leila P. Areola
	Introduction of Participants	Ms. Armi S. Victor
	Statement of Purpose	Dr. Nicanor M. San Gabriel Jr.
	Workshop Mechanics	Ms. Marites P. Romen
	House Rules	Mr. Francis Saad
11:00 AM –12:00 NN	Plenary Presentation of DepEd Order No. 49 s. 2021 “Revised Guidelines on the Grant of Financial Assistance to Private Madaris Adopting the K to 12 BEC”	Dr. Denn Marc P. Alayon
12:00 PM – 1:00 PM	Lunch Break	
BREAK OUT SESSION		
1:00 PM – 1:15 PM	Management of Learning	Management Team
1:15 PM – 3:00 PM	Presentation of the Standard Templates to be used in the application for financial assistance vis-a vis mandatory requirements in applying for financial assistance for Private Madaris	Ms. Marites P. Romen
3:00 PM – 3:15 PM	Afternoon Break	



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3:15 PM – 5:00 PM	Workshop on the Application of the standard template for the PM financial application	
6:00 PM onwards	<i>Dinner</i>	

DAY 2 (December 14, 2023)		
TIME	ACTIVITY	PERSON INVOLVED
6:00 AM – 7:00 AM	Breakfast	
7:45 AM – 8:00 AM	Management of Learning	Management Team
8:00 PM – 9:00 AM	Discussion of Accounting Rules and Regulation vis-à-vis financial assistance application for PM	Accounting Personnel from C.O.
9:00 PM – 10:00 AM	Open Forum / Q and A	Management Team
10:00 AM – 10:15 AM	Morning Break	
10:15 AM – 12:00 PM	Evaluation of Documents of Private Madaris Financial Assistance Applicants	Management Team
12:00 PM – 1:00 PM	Lunch Break	
1:00 PM – 1:15 PM	Continuation of Evaluation of Documents of Private Madaris Financial Assistance Applicants	Evaluation Team
1:15 PM – 3:00 PM		
3:00 PM – 3:15 PM	Afternoon Break	
3:15 PM – 5:00 PM	Continuation of Evaluation of Documents of Private Madaris Financial Assistance Applicants	Evaluation Team
6:00 PM onwards	Dinner	

DAY 3 (December 15, 2023)		
TIME	ACTIVITY	PERSON INVOLVED
7:00 AM – 8:00 AM	<i>Breakfast</i>	
8:00 AM – 8:30 AM	Presentation of the Result of Evaluation	Regional Focal
8:30 AM – 9:00 AM	CLOSING PROGRAM	Management Team
11:00 AM – 12:00 NN	Venue Check-Out	