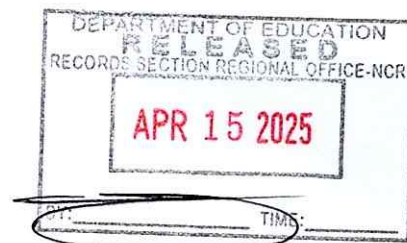





Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION



**REGIONAL MEMORANDUM**

No. 354 s. 2025

**TO :** **SCHOOLS DIVISION SUPERINTENDENT**  
SDO Malabon City  
SDO Quezon City  
SDO Pasay City

**FROM :** **JOCELYN DR ANDAYA**   
Regional Director, NCR  
Concurrent Officer-in-Charge  
Office of the Assistant Secretary for Operations

**SUBJECT :** **ICT4ALS CAPACITY BUILDING WORKSHOPS**

**DATE :** **April 14, 2025**

1. This has reference to the attached Letter dated April 10, 2025, from Camille M. Dionido, Partnerships Lead/Co-Project Manager, UNI-ICT4ALS Project, Habi Education lab, relative to the above-captioned subject, contents of which are self-explanatory, for information and appropriate action.

2. In connection with this, the identified participants are requested to confirm their attendance thru the link [bit.ly/ICT4ALS-PreWS-nonteaching](https://bit.ly/ICT4ALS-PreWS-nonteaching) and [bit.ly/ICT4ALS-PreWS-teachers](https://bit.ly/ICT4ALS-PreWS-teachers). The Division ALS Supervisors/Focal Persons are also requested to identify the list of community learning centers and ALS teachers, assist and ensure the attendance of all the participants. Should there be queries/clarifications regarding the said activity, please contact [ruth@habieducationlab.org](mailto:ruth@habieducationlab.org).

3. Accommodation of the participants shall be charged to Habi Education Lab while travel expenses and other allowable expenses shall be charged to the Program Support Fund (PSF) downloaded in the region, subject to the usual government accounting and auditing rules and regulations.

4. Immediate dissemination of and strict compliance of this Memorandum is desired.

CLMD/CAVillanueva2025

10 April 2025

**JOCELYN DR. ANDAYA**  
Director, Regional Office NCR  
Department of Education

Dear **DIRECTOR ANDAYA** :

On behalf of Habi Education Lab, a partner in the ICT4ALS Project, may I provide updates on the requested participants to the series of Capacity Building Workshops organized for the ICT4ALS model implementation. These workshops are organized by Habi in collaboration with UNICEF and the Department of Education Bureau of Alternative Education (DepEd BAE) with the support of Nokia.

In coordination with DepEd BAE, Habi has updated the slots and requested personnel for the upcoming capacity building activities. Please note that the number of slots must be followed in consideration with the limited capacity of the venue and our resources.

**A. Capacity Building for selected BAE, Central Office Representatives, and Non-teaching Personnel:**

- Synchronous Virtual Onboarding (April 24)
- Asynchronous Review (April 25)
- Capacity Building Workshop (April 29-30)

Table 1. Requested Participants for the Capacity Building Training for DepEd BAE and Non-teaching Personnel

Office	Requested Staff or designation of representative
DepEd BAE	Andrew A. Villarba Maria Cristina N. Marquez Pepito C. Ventura Kristine Lee Lumanog John Reiven Arasa
DepEd BLR	Elesito Tuyor
DepEd BLD	Mark Anthony Papa
DepEd ICTS	Personnel from User Support Division
Regional Office	1 ALS Focal Person
SDO of identified CLCs in Annex A	Only 2 slots per identified SDO, namely: <ul style="list-style-type: none"><li>• 1 Division ALS Focal and</li><li>• 1 EPS for ALS knowledgeable in IT or Information Technology Officer</li></ul>

Participating SDOs are identified in **Annex A**. To confirm attendance, the requested DepEd Non-teaching personnel may confirm through [bit.ly/ICT4ALS-PreWS-nonteaching](https://bit.ly/ICT4ALS-PreWS-nonteaching) on or before April 16.

## B. Capacity Building for selected ALS teachers

- Synchronous Virtual Onboarding (May 19)
- Asynchronous Review (May 20)
- Capacity Building Workshops
  - For Luzon selected ALS teachers (May 21-23)
  - For Visayas and Mindanao selected ALS teachers (May 29-31)

Table 2. Requested Participants for the Capacity Building Training for ALS teaching Personnel

DepEd Office/ CLC	Requested Staff or designation of representative
DepEd BAE	Maria Cristina N. Marquez John Reiven Arasa
DepEd BLD	Mark Anthony Papa
DepEd ICTS	Personnel from User Support Division
Refer to Annex A	Teachers identified in Annex A

Requested teachers are listed in **Annex A**. To confirm attendance, the selected ALS teachers may confirm through [bit.ly/ICT4ALS-PreWS-teachers](https://bit.ly/ICT4ALS-PreWS-teachers) on or before May 2, 2025.

We humbly request the support and assistance of your kind office in **inviting and ensuring the attendance of the participants identified in the Annex**. Moreover, we kindly request your office's assistance in identifying or confirming the list of selected CLCs and ALS teachers to be included in the training.

For questions, the requested representatives may contact us at [ruth@habieducationlab.org](mailto:ruth@habieducationlab.org).

Thank you very much.

Best regards,

  
 Camille M. Dionido  
 Partnerships Lead/ Co-Project Manager, UNI-ICT4ALS Project  
 Habi Education Lab

**Annex A: List of Participating CLCs along with their Region, SDO, and selected ALS teachers**

Region	Division	Name of CLC	Classification	CLC Teacher
CAR	Kalinga	TABUK NATIONAL HIGH SCHOOL	ICT4ALS Offline Package Recipient	Precy Melanie B. Tariagao
CAR	Region to Identify SDO	Additional 1 slot for CAR- SDO to identify CLC	CLC with Existing Hardware	SDO to identify ALS Teacher
CARAGA	Agusan del Norte	BUENAVISTA CENTRAL ES	ICT4ALS Offline Package Recipient	SDO to identify ALS Teacher
CARAGA	Agusan Del Sur	BAKINGKING CLC	CLC with Existing Hardware	Danilo L. Solante
CARAGA	Agusan Del Sur	MAMBALILI ELEMENTARY SCHOOL	CLC with Existing Hardware	Vanessa L. Galendez
CARAGA	Butuan City	AMPAYON CLC	CLC with Existing Hardware	Ulysses M. Lozano
CARAGA	Butuan City	BONBON CLC	CLC with Existing Hardware	Angel Sheen B. Baro
CARAGA	Butuan City	BUTUAN CENTRAL ELEM.SCHOOL	CLC with Existing Hardware	Jerome Topdas
CARAGA	Butuan City	BUTUAN CENTRAL ELEM.SCHOOL	CLC with Existing Hardware	Portia T. Carmelo
CARAGA	Butuan City	LIBERTAD SBLC	CLC with Existing Hardware	Ireen Angob
CARAGA	Butuan City	OBRERO CENTRAL ELEMENTARY SCHOOL-BASED LEARNING CENTER/ BRGY.HOLY REDEEMER COMMUNITY BASED-LEARNING CENTER	CLC with Existing Hardware	Monie J. Badian

CARAGA	Butuan City	TALIGAMAN SBLC/DE ORO CLC	CLC with Existing Hardware	Clarice B Dicdican
CARAGA	Dinagat Island	GEN. AGUINALDO CLC	ICT4ALS Offline Package Recipient	Rizaldo S. Minoza
CARAGA	Siargao	KAPIHAN COMMUNITY LEARNING CENTER	CLC with Existing Hardware	Manilou M. Basco
CARAGA	Siargao	MATIN-AO ELEMENTARY SCHOOL	CLC with Existing Hardware	Neizel M. Virtudazo
CARAGA	Siargao	MONTERRAT ELEMENTARY SCHOOL AND CORREGIDOR PUROK CENTER	CLC with Existing Hardware	Gloumerra C. Melida
CARAGA	Surigao City	LIPATA COMMUNITY LEARNING CENTER	CLC with Existing Hardware	Denne S. Rebala
CARAGA	Surigao City	SITIO TAGBASINGAN MAMANUA CLC (IP COMMUNITY)	ICT4ALS Offline Package Recipient	Angel S. Cabana
CARAGA	Tandag City	TPES ES - ALS SBLC	CLC with Existing Hardware	Blan Mariel D. Degamo
NCR	Malabon	NINOY AQUINO ELEMENTARY SCHOOL	ICT4ALS Offline Package Recipient	Evie G. Madolid
NCR	Malabon	Additional 1 slot for Malabon - SDO to identify CLC	CLC with Existing Hardware	SDO to identify Additional ALS Teacher
NCR	Quezon City	BARANGAY COMMONWEALTH	CLC with Existing Hardware	Maria Divina N. Bambe
NCR	Quezon City	BETTY GO-BELMONTE ELEMENTARY SCHOOL	CLC with Existing Hardware	Margie L. Canaria
NCR	Quezon City	JAMES VILLENA	CLC with Existing Hardware	Maria Divina N. Bambe

NCR	Quezon City	MHS/MES	CLC with Existing Hardware	Margie L. Canaria
NCR	Quezon City	NAGKAISANG NAYON ELEMENTARY SCHOOL	CLC with Existing Hardware	Margie L. Canaria
NCR	Quezon City	PASONG TAMO ES	CLC with Existing Hardware	Jan Michael B. Ombion
NCR	Quezon City	PLACIDO DEL MUNDO ES	CLC with Existing Hardware	Kristian Fernandez
NCR	Quezon City	ROSA L SUSANO ES	CLC with Existing Hardware	Margie Canaria
NCR	Quezon City	SAN GABRIEL ELEMENTARY SCHOOL	CLC with Existing Hardware	Maria Divina N. Bambe
NCR	Quezon City	SAUYO HIGH SCHOOL	CLC with Existing Hardware	Kristian Fernandez
NCR	Quezon City	HOLY SPIRIT NATIONAL HIGHSCHOOL	CLC with Existing Hardware	Michelle M. Telin
NCR	Quezon City	Additional slot for Quezon City - SDO to identify CLC (1/2)	CLC with Existing Hardware	SDO to identify Additional ALS Teacher
NCR	Quezon City	Additional slot for Quezon City - SDO to identify CLC (2/2)	CLC with Existing Hardware	SDO to identify Additional ALS Teacher
NCR	NCR to identify SDO	Additional slot for NCR - SDO to identify CLC (1/2)	CLC with Existing Hardware	SDO to identify Additional ALS Teacher
NCR	NCR to identify SDO	Additional slot for NCR - SDO to identify CLC (1/2)	CLC with Existing Hardware	SDO to identify Additional ALS Teacher
REGION I	Ilocos Sur	STA. CRUZ CENTRAL SCHOOL	ICT4ALS Offline Package Recipient	Ruel Lozano
REGION I	Pangasinan II	BALUNGAO CENTRAL SCHOOL	ICT4ALS Offline Package Recipient	Belinda A. Peralta

REGION I	Urdaneta	URDANETA CLC	ICT4ALS Offline Package Recipient	Maricel R. Gomez
REGION II	Cagayan	CAMUNAYAN, BAGGAO CLC	ICT4ALS Offline Package Recipient	Joycerin M. Aurelio
REGION II	Cagayan	SOLANA ES	ICT4ALS Offline Package Recipient	Louie R. Pagulayan
Region II	Cagayan	IGUIG CENTRAL SCHOOL	CLC with Existing Hardware	Maydin Talay
Region II	Nueva Vizcaya	BAMBANG CENTRAL SCHOOL INTEGRATED SPED CENTER-LEARNING CENTER	CLC with Existing Hardware	Alvin Jan S. De Guzman
REGION III	Aurora	LUAL NATIONAL HS	ICT4ALS Offline Package Recipient	Michael O. Bernardo
Region III	Balanga City	PTO RIVAS CLC	CLC with Existing Hardware	Fernan B. Lezada
Region III	Bataan	ALASASIN COMMUNITY LEARNING CENTER	CLC with Existing Hardware	Marilou P. Deldoc
Region III	Bataan	ALS SAN RAMON	CLC with Existing Hardware	Nelson Manuel
Region III	Bataan	SAN ISIDRO CLC	CLC with Existing Hardware	Flordeluna O. De Vera
Region III	Bulacan	PINAGTULAYAN COMMUNITY LEARNING CENTER	CLC with Existing Hardware	Macroel Reyes
Region III	Gapan City	GAPAN SOUTH CENTRAL SCHOOL ALS CLC	CLC with Existing Hardware	Aries Christian D. Guinto
REGION IV-A	Rizal	CAINTA ELEMENTARY SCHOOL	ICT4ALS Offline Package Recipient	Gilbert G. Turaray
REGION IV-A	Rizal	SILANGAN NATIONAL HIGH SCHOOL	ICT4ALS Offline Package Recipient	Nelson P. Atienza, Jr.

REGION IV-A	Rizal	STO.NINO CLC	CLC with Existing Hardware	Michelle O. Atienza
REGION IV-A	Rizal	CAINTA ELEMENTARY SCHOOL	CLC with Existing Hardware	Rosalyn G. Avellano
Region IV-A	Cavite	ALS - TAGAYTAY CITY CENTRAL SCHOOL	CLC with Existing Hardware	Roberto G. Cumabig
Region IV-A	Cavite Province	KAYBAGAL SOUTH	CLC with Existing Hardware	Rhosienna A. Renalba
Region IV-A	Imus City	ANABU II-F BARANGAY HALL	CLC with Existing Hardware	Marilou Merino
Region IV-A	Imus City	SENIOR CITIZEN HALL OF BAYAN LUMA 3	CLC with Existing Hardware	Lendel Mendoza
Region IV-A	Laguna	ALS MANPOWER TRAINING CENTER CALAUAN	CLC with Existing Hardware	Jeffrey Evio
Region IV-A	Lipa	DON LEON DOLOR MEMORIAL ELEMENTARY SCHOOL	CLC with Existing Hardware	Teodulo Tolentino
Region IV-A	Lipa	TAMBO ES	CLC with Existing Hardware	Lizeth M. Lanto
Region IV-A	Tayabas City	LUPA	CLC with Existing Hardware	Jomari D. Recto
Region IV-A	Tayabas City	MATEUNA AND OPIAS CBLC	CLC with Existing Hardware	Jomari D. Recto
Region IV-A	Tayabas City	PAGASA	CLC with Existing Hardware	Jomari D. Recto
REGION IV-B	Occidental Mindoro	SABLAYAN NATIONAL COMPREHENSIVE HS	ICT4ALS Offline Package Recipient	Norlyn M. Urieta
REGION IV-B	Oriental Mindoro	SAMPAGUITA ALS CLC (IP COMMUNITY)	ICT4ALS Offline Package Recipient	Jenelyn Marasigan Baylon

REGION IX	Zamboanga del Sur	BRGY. POBLACION CLC AND RESOURCE CENTER	ICT4ALS Offline Package Recipient	Ian Cesar C. Vasquez
REGION V	Albay	GUINLIBATAN MUNICIPAL ALC CENTER	ICT4ALS Offline Package Recipient	Felicitto S. Oliquino
REGION V	Tabaco City	TABACO NATIONAL HS	ICT4ALS Offline Package Recipient	Leah Borromeo
Region V	Camarines Sur	SAN FRANCISCO BRGY HALL	CLC with Existing Hardware	Abegail V. Cantilado
Region V	Iriga City	SAN VICENTE SUR CLC	CLC with Existing Hardware	Ana Therese B. Cereno
Region V	Masbate	IRAYA CLC	CLC with Existing Hardware	Eliakim R. Tambago
Region V	Sorsogon	BULAN NATIONAL HIGH SCHOOL	CLC with Existing Hardware	Karen Floralde Pura
REGION VI	Iloilo Province	CABATUAN CENTRAL ELEMENTARY SCHOOL	ICT4ALS Offline Package Recipient	Susana Orrica Marquez
REGION VI	La Carlota City	LA CARLOTA SOUTH ES	ICT4ALS Offline Package Recipient	Willier Jhon L.
Region VI	Capiz	BULA CLC	CLC with Existing Hardware	Lyn L. Ponce
REGION VII	Negros Oriental	MANJUYOD CENTRAL SCHOOL LEARNING CENTER	ICT4ALS Offline Package Recipient	Hanson Zerna
REGION VII	Negros Oriental	TAYASAN CENTRAL SCHOOL LEARNING CENTER	ICT4ALS Offline Package Recipient	Jan Rey Abella
Region VII	Bais City	BCPS ALS LEARNING CENTER	CLC with Existing Hardware	Maria Theresa U Libradilla
Region VII	Carcar City	PROPER CAN-ASUJAN	CLC with Existing Hardware	Aisha Mae G. Daclan
Region VII	Carcar City	PUROK CAMBUNTAN 3	CLC with Existing Hardware	Aisha Mae G. Daclan

Region VII	Carcar City	PUROK LOWER TAWOG CLC	CLC with Existing Hardware	Lovely Lyn G. Embolode
Region VII	Carcar City	MAXIMINO NOEL MEMORIAL NATIONAL HIGH SCHOOL LEARNING CENTER	CLC with Existing Hardware	Aisha Mae G. Daclan
Region VII	Dumaguete City	WEST CITY ES CLC	CLC with Existing Hardware	April Angelie P. Mana-Ay
Region VII	Lapu-Lapu City	PAJO ALS CLC	CLC with Existing Hardware	Juliena T. Torreon
Region VII	Lapu-Lapu City	ALS CANJULAO ELEMENTARY LEARNING CENTER	CLC with Existing Hardware	Thea Reah R Ponce
Region VII	Lapu-Lapu City	ALS MARIGONDON ELEMENTARY SCHOOL	CLC with Existing Hardware	Thea Rea Ponce
Region VII	Lapu-Lapu City	ALS STEC CLC	CLC with Existing Hardware	Jessa Abellanos
Region VII	Lapu-Lapu City	BANKAL LEARNING CENTER	CLC with Existing Hardware	Gabriel Dupingay
Region VII	Lapu-Lapu City	BUAYA COMMUNITY LEARNING CENTER	CLC with Existing Hardware	Gabriel Dupingay
Region VII	Lapu-Lapu City	CALAWISAN COMMUNITY LEARNING CENTER	CLC with Existing Hardware	Thea Rhea Ponce
Region VII	Lapu-Lapu City	GUN-OB ALS CLC	CLC with Existing Hardware	Jessa O. Abellanos
Region VII	Lapu-Lapu City	KEVIEN CLEAR TABAR	CLC with Existing Hardware	Gabriel Dupingay
Region VII	Lapu-Lapu City	RENE MONSALES	CLC with Existing Hardware	Rene Monsales
Region VII	Lapu-Lapu City	SUBABASBAS CLC	CLC with Existing Hardware	Thea Reah Ponce

Region VII	Negros Oriental	ALS-SIBULAN CENTRAL E/S	CLC with Existing Hardware	Raffy Lozaga
Region VII	Carcar City	KAPATAGAN CLC	CLC with Existing Hardware	Aisha Mae G. Daclan
REGION VIII	Northern Samar	CATARMAN CLC	ICT4ALS Offline Package Recipient	Zaldo J. Carias
REGION X	Bukidnon	BUKIDNON NATIONAL HIGH SCHOOL	ICT4ALS Offline Package Recipient	Rutchelyn N. Baldesco
REGION X	Bukidnon	DALIRIG CLC - DALIRIG, MANOLO FORTICH	ICT4ALS Offline Package Recipient	Anthony Edmond Dumaog
REGION XI	Panabo City	PANABO CENTRAL ES - SPED CENTER	ICT4ALS Offline Package Recipient	SDO to identify ALS Teacher
Region XI	Davao Oriental	MULTI PURPOSE BUILDING CLC	CLC with Existing Hardware	Mark Anthony F. Sanchez
Region XI	Island Garden City Of Samal	PENAPLATA CENTRAL	CLC with Existing Hardware	Reo Jane G. Olofernes
Region XI	Panabo City	ELEARNING CENTER	CLC with Existing Hardware	Nelson A. Bansag Jr.
REGION XII	General Santos City	CAHILOS DISTRICT CLC	ICT4ALS Offline Package Recipient	Catherine Jamero
Region XII	General Santos City	ALS APOPONG DISTRICT	CLC with Existing Hardware	Jordan Alegado
Region XII	General Santos City	TINAGACAN CLC	CLC with Existing Hardware	Aisha Mae D. Villajuan
Region XII	Sultan Kudarat	ISULAN CENTRAL SCHOOL SPED COMMUNITY CENTER	CLC with Existing Hardware	Edmer Sing
Region XII	Sultan Kudarat	KALAWAG LEARNING CENTER	CLC with Existing Hardware	Palerma S. Segura, Sra.

Below are the criteria used in the selection of the model CLCs and teachers. These criteria are also recommended to identify the additional slots given to selected SDO/Regions above.

### **CLC Requirements:**

The CLC should be included in the shortlisted centers by DepEd or meet either of the following conditions:

- Identified as a recipient of hardware support under the ICT4ALS program; or
- A CLC with at least 10 existing functional hardware (laptop and/or tablet) that can be used by ALS learners, preferably with internet access

### **ALS Teacher Requirements:**

- Total Slots: 90 teachers (60 females, 30 males)
- Experience: At least three (3) years of teaching in ALS
- Digital Skills: Intermediate knowledge in using a laptop and the ability to teach using ICT-enabled modules
- Trainer Potential: Can be trained to become a model trainer for ICT4ALS or the use of ICT-enabled educational materials

### **Annex B: Provisions for Workshop/Training Participants**

#### **1. Accommodation and Dinner:**

Shared accommodation and dinner for those who have expressed through the registration sheet to stay at the hotel will be covered by Habi Education Lab

#### **2. Meals During Workshop:**

Lunch and snacks will be provided by Habi Education Lab to all participants throughout the duration of the workshop.

#### **3. Transportation:**

Funding for the transportation to and from the workshop venue is requested to be charged against the participants' respective DepEd Office funding.

## Briefer ICT4ALS Project

In line with the ALS 2.0 ICT Strategic Plan, UNICEF will be expanding the ICT4ALS Programme by embarking on a system-level technical assistance to DepEd BAE in expanding flexible learning strategies in ALS through an enhanced digital platform, complemented by engaging digital content and appropriate tech-enabled pedagogies/andragogies. This initiative will complement as well as bring together the different elements enumerated above into a cohesive and holistic ICT-supported ALS delivery modality.

Through a series of blended teacher professional development programs, an initial cohort of 90 ALS Teachers across the regions shall be equipped with competencies to successfully integrate ICT4ALS into their respective learning experiences. They will also be our key action research champions, providing ground truths and insights that will inform the programme's general direction throughout the duration. The programme's initial target is for 3,960 ALS learners to be active users of the ICT4ALS platform. To ensure this, a longer and supportive mechanism shall be provided for the ALS teachers, which include coaching and helpdesk support that can provide guidance from usage of ICT4ALS platform, technical difficulties, to feedback about their lesson exemplars and learning experiences.

Relative to this, Habi Education Lab is developing Alternative Learning System Online Modules and Capacity Building Trainings in partnership with UNICEF and the Department of Education Bureau of Alternative Education (DepEd BAE).

In terms of strategy, Habi Education Lab as the partner of UNICEF and DepEd will use these four pillars to guide the overall technical approach:

**Participatory processes.** By engaging various ALS stakeholders from learners, teachers, regional and central office leaders, the programme interventions shall be informed by their perspectives. Participatory activities such as co-design workshops, user testing, and feedback sessions will be conducted throughout the programme duration.

**Learning experience design.** Aligned with the ICT4ALS Systems Design framework, the LMS and resources shall be designed guided by the journeys of ALS teachers and students. Prototyping, empathy exercises, and inclusive design will ensure that the end products will be clear, accessible, engaging, and most importantly, human-centered.

**Systems strengthening.** As technical partners of ALS and BAE since 2019, Habi will utilize our insights into the unique strengths and culture of the bureau to ensure sustainability and scalability of the interventions. The activity design aims to capture not just gaps and weaknesses in the ALS system, but also assets which can be maximized, and current structures that can be strengthened into enabling environments for ICT-supported learning experiences. Building on successes of prior efforts (MT4T, eSkwela), talents of ALS teachers, partnerships and connections across the bureau.

The above-mentioned activities are anchored with the MATATAG Agenda and commitment of the Department of Education which is to "Take steps to accelerate delivery of basic education facilities and services; and to "Give support to teachers to teach better". Thus, it is imperative for the BAE to update its curriculum aligning it to the MATATAG Curriculum of the formal school system.