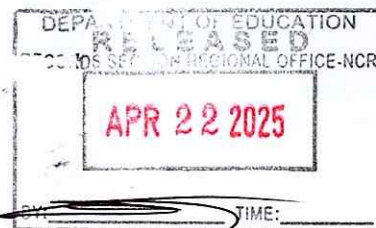




Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



April 21, 2025

REGIONAL MEMORANDUM

No. 371, s. 2025

To: Schools Division Superintendents
All Others Concerned

**TRAINING WORKSHOPS AND ACTIVITIES OF
ALTERNATIVE LEARNING SYSTEM (ALS)**

1. The Department of Education – National Capital Region (DepEd-NCR) through the Curriculum and Learning Management Division (CLMD) - Alternative Learning System (ALS) in its continuous efforts to support inclusive education shall conduct the following activities:

Activity	Date	Participants	Venue
Leadership Training for ALS Education Program Supervisors/Focal Persons and Select Education Program Specialist II-ALS	May 6-10, 2025	Education Program Supervisors/Focal Persons, Select Education Program Specialists II-ALS	Leonida's Resort and Restaurant Brgy. Banga, Talisay, Batangas
Regional Consultative Conference in Alternative Learning System (ALS)	May 21-23, 2025	ALS Supervisors and Focal Persons, EPSAs, Division Accountants, Planning Officers, HR Heads, select ALS Teachers	SotoGrande Neopolitan Hotel Diversion Rd., cor. Catalina Ave., Brgy. Manghiniao Uno, Bauan, Batangas
Seminar Workshop on ALS Action Research	June 18-20, 2025	ALS Supervisors and Focal Persons, EPSAs and select ALS Teachers	Within Quezon City
Upskilling and Training of Education Program Specialists II-ALS on Instructional Supervision	July 8-11, 2025	Education Program Specialists II-ALS	Axiaa Hotel Manila Brgy. Bungad, West Avenue, Quezon City
Program Implementation Review and Convergence in Alternative Learning System (ALS)	August 13-15, 2025	ALS Supervisors and Focal Persons Education Program Specialists II-ALS Select ALS Teachers	Axiaa Hotel Manila Brgy. Bungad, West Avenue, Quezon City



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2. The activities aim to:

- promote and support the program management activities and capacity building programs for ALS implementers
- improve skills for carrying out key functions, solving problems, defining and achieving objectives
- promote deeper self-awareness and creates a culture that values diversity.
- acquire skills in managing diverse set of learners
- discuss and gather inputs on the Utilization of ALS downloaded funds
- provide regional updates on ALS related activities and deliverables
- provide support to partners on ALS Program Implementation
- raise the level of performance and level of aspiration of ALS learners.
- identify on solving a problem or informing individual and community-based knowledge in a way that impacts teaching, learning, and other related processes
- upskill Education Program Specialist II-ALS on new knowledge or information to help them perform their job roles effectively
- present the programs, projects and activities of the Alternative Learning System Curriculum anchored with NCR's top priority areas – Improve Foundational Skills of Learners, Capacitate School Heads and Teachers, Ensure Learner-Centered Environment and Strengthen Governance.
- assess the progress, results and implementation of the programs, projects, and activities of ALS for FY 2024
- gather issues, concerns and challenges in curriculum management and implementation and determine these issues and concerns that require immediate action and decision
- recommend action points for improvement and harmonization of PPAs implementation

3. The Division ALS Supervisors are requested to identify and submit the names of participants based on the allocations outlined in Enclosure A. The list of participants shall be submitted to CLMD-ALS on or before **May 10, 2025**, through email address ***charito.villanueva@deped.gov.ph***. The number of participants should be within the allotted pax per division.

4. In addition, participants are advised to observe the following:

- Registration for each activity is from 8:00 – 10:00 AM on the first day. First meal will be morning snack, and the last meal will be an afternoon snack on the final day.
- The activities are live-in training. All participants are enjoined to stay in the venue for the entire duration of the seminar. Leaving the venue or failing to stay for the full duration without prior approval from the management team may result in non-issuance of the certificate of participation and/or other applicable consequences.
- Participants are requested to bring their own laptop and extension cord.
- Participants must be physically fit and must not have undergone any major or minor operation in the past one to two years.



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- Participants will be informed of the specific venue through separate communication.
- The program management team, staff and technical working group are advised to be at the venue on the afternoon before Day 1 of each activity for the orientation and simulation.
- The list of training management team, technical working group and Indicative Program of Activities is found in Enclosure B.
- The identified participants must pre-register through the following links to access the necessary documents for pre-work activities **on or before May 10, 2025**.

Activity	Pre-Registration Links
Leadership Training for ALS Education Program Supervisors/Focal Persons and Select Education Program Specialist II-ALS	https://tinyurl.com/PRE-REG-ALS-EPS
Regional Consultative Conference in Alternative Learning System (ALS)	https://tinyurl.com/PRE-REG-CONSULTATIVE
Seminar Workshop on ALS Action Research	https://tinyurl.com/PRE-REG-ACTION-RESEARCH
Upskilling and Training of Education Program Specialists II-ALS on Instructional Supervision	https://tinyurl.com/PRE-REG-UPSKILLING
Program Implementation Review and Convergence in Alternative Learning System (ALS)	https://tinyurl.com/PRE-REG-PIR-CONVERGENCE

5. Board and lodging of the participants and other expenses relative to the conduct of the activity shall be charged to the downloaded **ALS Funds - OSEC-NCR-24-3476** and **NBC 592 GAAO Annex 1** while transportation of the participants and other incidental expenses shall be charged to **MOOE/Local Funds/Division ALS PSF**, subject to the usual government accounting and auditing rules and regulations.

6. Consequently, the participation to this activity of non-teaching personnel that falls on a weekend and holiday entitles them to a 1.5-day compensatory overtime credit (COC), as per CSC and DBM joint circular no. 2 s. 2004.

7. Immediate dissemination of and strict compliance of this Memorandum are desired.


JOCELYN DR ANDAYA

Regional Director, NCR
and concurrent Officer-in-Charge
Office of the Assistant Secretary for Operations

CLMD/CAVillanueva2025



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Enclosure A: Expected Number of Participants per Schools Division Office

- Leadership Training for ALS Education Program Supervisors/Focal Persons and Select Education Program Specialist II-ALS

Division	Number of Participants	Description of Participants
Caloocan City	2	ALS Supervisor and 1 EPSA Officer
Las Pinas City	1	ALS Supervisor
Makati City	2	ALS Supervisor and 1 EPSA Officer
Malabon City	2	ALS Supervisor and 1 EPSA Officer
Mandaluyong City	1	ALS Supervisor
Manila	1	ALS Supervisor
Marikina City	1	ALS Supervisor
Muntinlupa City	1	ALS Supervisor
Navotas City	2	ALS Supervisor and 1 EPSA Officer
Paranaque City	1	ALS Supervisor
Pasay City	1	ALS Supervisor
Pasig City	1	ALS Supervisor
Quezon City	2	ALS Supervisor and 1 EPSA Officer
San Juan City	1	ALS Supervisor
Taguig City & Pateros	1	ALS Supervisor
Valenzuela City	2	ALS Supervisor and 1 EPSA Officer
RO-CLMD	3	ALS Supervisor and 2 TWGs
TOTAL NUMBER	25 Pax	

- Regional Consultative Conference in Alternative Learning System (ALS)

Division	Number of Participants	Description of Participants
Caloocan City	12	ALS Supervisor, 5 EPSAs, 1 Division Accountant, 1 Planning Officer, 1 HR Personnel and 3 ALS teacher
Las Pinas City	7	ALS Supervisor, 2 EPSAs, 1 Division Accountant, 1 Planning Officer, 1 HR Personnel and 1 ALS teacher
Makati City	7	ALS Supervisor, 2 EPSAs, 1 Division Accountant, 1 Planning Officer, 1 HR Personnel and 1 ALS teacher
Malabon City	7	ALS Supervisor, 2 EPSAs, 1 Division Accountant, 1 Planning Officer, 1 HR Personnel and 1 ALS teacher
Mandaluyong City	7	ALS Supervisor, 2 EPSAs, 1 Division Accountant, 1 Planning Officer, 1 HR Personnel and 1 ALS teacher
Manila	11	ALS Supervisor, 4 EPSAs, 1 Division Accountant, 1 Planning Officer, 1 HR Personnel and 3 ALS teacher
Marikina City	7	ALS Supervisor, 2 EPSAs, 1 Division Accountant, 1 Planning Officer, 1 HR Personnel and 1 ALS teacher
Muntinlupa City	7	ALS Supervisor, 2 EPSAs, 1 Division Accountant, 1 Planning Officer, 1 HR Personnel and 1 ALS teacher



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Division	Number of Participants	Description of Participants
Navotas City	7	ALS Supervisor, 2 EPSAs, 1 Division Accountant, 1 Planning Officer, 1 HR Personnel and 1 ALS teacher
Paranaque City	7	ALS Supervisor, 2 EPSAs, 1 Division Accountant, 1 Planning Officer, 1 HR Personnel and 1 ALS teacher
Pasay City	8	ALS Supervisor, 2 EPSAs, 1 Division Accountant, 1 Planning Officer, 1 HR Personnel and 2 ALS teacher
Pasig City	7	ALS Supervisor, 2 EPSAs, 1 Division Accountant, 1 Planning Officer, 1 HR Personnel and 1 ALS teacher
Quezon City	12	ALS Supervisor, 5 EPSAs, 1 Division Accountant, 1 Planning Officer, 1 HR Personnel and 3 ALS teacher
San Juan City	5	ALS Supervisor, 1 Division Accountant, 1 Planning Officer, 1 HR Personnel and 1 ALS teacher
Taguig City & Pateros	7	ALS Supervisor, 2 EPSAs, 1 Division Accountant, 1 Planning Officer, 1 HR Personnel and 1 ALS teacher
Valenzuela City	7	ALS Supervisor, 1 EPSA, 1 Division Accountant, 1 Planning Officer, 1 HR Personnel and 2 ALS teacher
Resource Speakers	4	Planning Officer, Accountant, HR Personnel, BAE Personnel
RO – CLMD	3	PMT and TWG
TOTAL NUMBER	132 pax	

3. Seminar Workshop on ALS Action Research

Division	Number of Participants	Description of Participants
Caloocan City	9	ALS Supervisor, 5 EPSAs, 3 ALS Teachers
Las Pinas City	6	ALS Supervisor, 2 EPSAs, 3 ALS Teachers
Makati City	6	ALS Supervisor, 2 EPSAs, 3 ALS Teachers
Malabon City	6	ALS Supervisor, 2 EPSAs, 3 ALS Teachers
Mandaluyong City	6	ALS Supervisor, 2 EPSAs, 3 ALS Teachers
Manila	8	ALS Supervisor, 4 EPSAs, 3 ALS Teachers
Marikina City	6	ALS Supervisor, 2 EPSAs, 3 ALS Teachers
Muntinlupa City	6	ALS Supervisor, 2 EPSAs, 3 ALS Teachers
Navotas City	6	ALS Supervisor, 2 EPSAs, 3 ALS Teachers
Paranaque City	6	ALS Supervisor, 2 EPSAs, 3 ALS Teachers
Pasay City	6	ALS Supervisor, 2 EPSAs, 3 ALS Teachers
Pasig City	6	ALS Supervisor, 2 EPSAs, 3 ALS Teachers
Quezon City	9	ALS Supervisor, 5 EPSAs, 3 ALS Teachers
San Juan City	4	ALS Supervisor, 3 ALS Teachers
Taguig City & Pateros	6	ALS Supervisor, 2 EPSAs, 3 ALS Teachers
Valenzuela City	5	ALS Supervisor, 1 EPSA, 3 ALS Teachers
Resource Persons	3	2 Research Experts, SEPS (SGOD)
RO-CLMD	3	PMT and TWG
TOTAL NUMBER	107 pax	



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4. Upskilling and Training of Education Program Specialists II-ALS on Instructional Supervision

Division	Number of Participants	Description of Participants
Caloocan City	5	Education Program Specialists II-ALS
Las Pinas City	2	Education Program Specialists II-ALS
Makati City	2	Education Program Specialists II-ALS
Malabon City	2	Education Program Specialists II-ALS
Mandaluyong City	2	Education Program Specialists II-ALS
Manila	5	Education Program Specialists II-ALS
Marikina City	2	Education Program Specialists II-ALS
Muntinlupa City	2	Education Program Specialists II-ALS
Navotas City	2	Education Program Specialists II-ALS
Paranaque City	2	Education Program Specialists II-ALS
Pasay City	2	Education Program Specialists II-ALS
Pasig City	2	Education Program Specialists II-ALS
Quezon City	5	Education Program Specialists II-ALS
San Juan City	1	Education Program Specialists II-ALS
Taguig City & Pateros	2	Education Program Specialists II-ALS
Valenzuela City	2	Education Program Specialists II-ALS
Resource Persons	5	HRDD Personnel and Experts
RO-CLMD	5	PMT and TWG
TOTAL NUMBER	50 pax	

5. Program Implementation Review and Convergence in Alternative Learning System (ALS)

Division	Number of Participants	Description of Participants
Caloocan City	8	ALS Supervisor, 5 EPSAs, 2 ALS teachers
Las Pinas City	5	ALS Supervisor, 2 EPSAs, 2 ALS teachers
Makati City	5	ALS Supervisor, 2 EPSAs, 2 ALS teachers
Malabon City	5	ALS Supervisor, 2 EPSAs, 2 ALS teachers
Mandaluyong City	5	ALS Supervisor, 2 EPSAs, 2 ALS teachers
Manila	7	ALS Supervisor, 4 EPSAs, 2 ALS teachers
Marikina City	5	ALS Supervisor, 2 EPSAs, 2 ALS teachers
Muntinlupa City	5	ALS Supervisor, 2 EPSAs, 2 ALS teachers
Navotas City	5	ALS Supervisor, 2 EPSAs, 2 ALS teachers
Paranaque City	5	ALS Supervisor, 2 EPSAs, 2 ALS teachers
Pasay City	5	ALS Supervisor, 2 EPSAs, 2 ALS teachers
Pasig City	5	ALS Supervisor, 2 EPSAs, 2 ALS teachers
Quezon City	8	ALS Supervisor, 5 EPSAs, 2 ALS teachers
San Juan City	4	ALS Supervisor, 3 ALS teachers
Taguig City & Pateros	5	ALS Supervisor, 2 EPSAs, 2 ALS teachers
Valenzuela City	4	ALS Supervisor, 1 EPSA, 2 ALS teachers
Resource Persons	2	Experts
RO-CLMD	3	PMT and TWG
TOTAL NUMBER	91 pax	



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Enclosure B: 1. Indicative Program of Activities

Time	Leadership Training for ALS Education Program Supervisors/Focal Persons and Select Education Program Specialist II-ALS				
	Date				
	Day 1 May 6, 2025	Day 2 May 7, 2025	Day 3 May 8, 2025	Day 4 May 9, 2025	Day 5 May 10, 2025
7:00 – 8:00 AM	Travel Time Registration Distribution of kits Billeting of Participants	Program Implementation Review (PIR) - Division Updates of ALS Implementation - Payment of SHA and TTA Update - Utilization of Project Support Fund (PSF) - Update on BYOB and WBL Division-Based Training Ways Forward	Resource Management and Fundraising John Patrick A. Palad Data-Driven Decision Making Lea V. Faa Conflict Resolution and Problem Solving Marissa Andanza	Stress Management and Self-Care for Leaders Cynthia P. Farma Effective Team Management Roger Tamondong Monitoring and Evaluation of Programs Errol John P. Ruiz	Association of Division Alternative Learning System Supervisor's (ADALS) Hour Association of Division Alternative Learning System EPSAs Hour Crafting of Constitution and By-Laws Albert B. Mutia ADALS President Dennis G. Mano ALS EPSAs Association President
8:00 – 9:00 AM					
9:00 – 10:00 AM					
10:00 – 12:00 NN					
12:00 NN – 1:00 PM	Lunch				
1:00 – 1:30 PM	Opening Program * National Anthem * Prayer * Quality Policy Statement * Acknowledgment of Participants * Welcome Message/Statement of Purpose * Director's Hour * Call to Order * Business Arising * Meeting Proper	Leadership Ethics and Integrity Albert B. Mutia	Leadership in Crisis Management Daisy Mataac	Inclusive Education Practices in ALS Setting Josephine Tobias Strategic Planning and Goal Setting Charito A. Villanueva	- Finalization of the Crafted Constitution and By-Laws - Ratification of the Constitution and By-Laws Signing of the Ratified Constitution and By-Laws
1:30 – 3:30 PM		Community Engagement and Partnership Building Angelica A. Libera	Mentorship and Professional Development Dulce Santos		
3:30 – 4:30 PM					
4:30 – 5:30 PM					
Expected Output	Arrival of Participants	Updated the participants of the Implementation of ALS Program in NCR	Understood the role and responsibilities of a leader. Learned conflict resolution strategies and developed critical thinking and problem-solving skills as instructional leaders	Developed long-term strategic goals and plans and aligned team objectives with organizational strategy.	Crafted constitution and by-laws that define the organization's name, purpose, mission, and vision to provide a clear identity and direction.
	RTWG	Ma. Jennica B. Sy	Erwin C. Dela Cruz	Roselle R. Sabido	Dulce O. Santos



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Time	Regional Consultative Conference in Alternative Learning System (ALS)		
	Date		
	Day 1 May 21, 2025	Day 2 May 22, 2025	Day 3 May 23, 2025
7:30 – 8:00 AM	Travel Time Registration Billeting of Participants	Management of Learning	Management of Learning
8:00 – 9:00 AM		Plenary Session 1: Overview of Alternative Learning System	Plenary Session 5: 1. Presentation of SDO Accomplishment Reports
9:00 – 10:00 AM		Plenary Session 2: Looking beyond Data – 1. Orientation workshop on the Tagging of ALS Learners in the LIS 2. Monitoring ALS Implementation LIS Data	Continuation of Plenary Session 5: 2. Presentation of ALS Implementation Plan for SY 2025-2026 3. Sharing of Best Practices for ALS SHS Program
10:00 – 12:00 NN		Plenary Session 3: 1. Orientation workshop on ALS Financial Standards	Regional Updates and Ways Forward
12:00 nn – 1:00 PM	Lunch		
1:00 – 1:30 PM	Opening Program * National Anthem * Prayer * Quality Policy Statement * Acknowledgment of Participants * Welcome Message/Statement of Purpose * Director's Hour * Call to Order * Business Arising *Meeting Proper	Continuation of Plenary Session 3: 2. Utilization of ALS Downloaded Funds	CLOSING CEREMONY
1:30 – 3:30 PM		Plenary Session 4: Recruitment and hiring of teachers DO7, s. 2023 and DO20, s. 2025	
3:30 – 4:30 PM			
4:30 – 5:30 PM			
5:30 – 7:00 PM		OPEN FORUM	HOME SWEET HOME



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Seminar Workshop on ALS Action Research

Date/ Schedule	Activities	Persons Involved	Output
June 18, 2025	Travel Time Registration Billeting of Participants Opening Program * National Anthem * Prayer * Quality Policy Statement * Acknowledgment of Participants * Welcome Message/Statement of Purpose * Director's Hour * Plenary Session	PMT, Division ALS focal persons, EPSAs, ALS Teachers, Resource Persons	Functions of the PMT and participants
June 19-20, 2025	1. Plenary sessions 1 to 5 2. Presentation of Action Research Proposals 3. Submission of Action Research Proposals	1. CLMD = (Chief, Regional ALS FP, TWG) 2. Division ALS Focal Persons 2. Educ. Prog. Specialists II-ALS 3. Resource Persons 4. ALS Teachers	Action Research Proposals



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Upskilling and Training of Education Program Specialists II-ALS on Instructional Supervision

Date/ Schedule	Activities	Persons Involved	Output
July 8, 2025	Travel Time Registration Billeting of Participants Opening Program * National Anthem * Prayer * Quality Policy Statement * Acknowledgment of Participants * Welcome Message/Statement of Purpose * Director's Hour * Plenary Session	PMT and EPSAs	Functions of the PMT and the Education Program Specialist II-ALS
July 9-11, 2025	1. RPMS PPST in the context of ALS Implementers 2. COT of ALS Teachers 3. IPCRF V2 based on EPSAs Key Result Area (KRA)	1. CLMD 2. Educ. Prog. Specialists II-ALS 3. Resource Persons	Monitoring Tool for Instructional Supervision



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Program Implementation Review and Convergence in Alternative Learning System (ALS)

Date/ Schedule	Activities	Persons Involved	Output
August 13, 2025	Travel Time Registration Billeting of Participants Opening Program * National Anthem * Prayer * Quality Policy Statement * Acknowledgment of Participants * Welcome Message/Statement of Purpose * Director's Hour * Plenary Session	PMT, Division ALS focal persons, EPSAs, ALS Teachers, Resource Persons	Functions of the PMT and participants
August 14-15, 2025	- preparation for SY 2025-2026 - presentation of the ALS Activities for SY 2025-2026 anchored with the NCR's top 5 priorities - updates on: a. ALS programs and projects b. learning resources for ALS - presentation, reporting and discussion on the Accomplishments for SY 2024-2025 - issues, concerns and challenges in curriculum management and implementation as basis for immediate action and decision - breakout sessions	1. CLMD 2. Division ALS Focal Persons 2. Educ. Prog. Specialists II-ALS 3. Resource Persons 4. ALS Teachers	- Accomplishment Reports on ALS Implementation - Physical and Financial Reports - Issues and concerns that need to be addressed

2. Program Management Team and Technical Working Group

Name	Designation	Division/Office
Micah G. Pacheco	EPS, OIC-Chief	CLMD
Charito A. Villanueva	EPS, Regional ALS Focal Person	CLMD
Eloisa Marie M. Baylon	Technical Support Staff – ALS COS	CLMD
Gemma P. Abanilla	Education Program Specialist II-ALS	Quezon City
Moon Claire De Clarin	Education Program Specialist II-ALS	Pasig City
Leah Amor E. Antonio	Education Program Specialist II-ALS	Manila
Elsie G. Celeste	Education Program Specialist II-ALS	Malabon City
Luisa E. Elipan	Education Program Specialist II-ALS	Navotas City