



Republic of the Philippines  
**Department of Education**  
 REGION VIII - EASTERN VISAYAS

June 20, 2024

**REGIONAL MEMORANDUM**  
 CLMD-2024- **694**

**PARTICIPATION IN THE WORKSHOP ON THE DEVELOPMENT,  
 EVALUATION, REVISION, AND ENHANCEMENT OF COURSE  
 KITS FOR FUNCTIONAL EDUCATION AND LITERACY  
 PROGRAM (FELP) COURSES**

To: Schools Division Superintendents } Calbayog City Division  
 OIC-Chief, CLMD } Leyte Division  
 All Others Concerned } Ormoc City Division  
 } Samar Division

1. In reference to the DepEd Memorandum DM-CT-2024-192, dated June 19, 2024, this Office, through the Curriculum and Learning Management Division (CLMD), requires the concerned division offices to send their respective participants in the **Workshop on the Development, Evaluation, Revision, and Enhancement of Course Kits for Functional Education and Literacy Program (FELP) Courses** on the dates and venues specified in the aforesaid Memorandum.
2. Participant's travel and other expenses incurred related to this activity shall be charged against the **downloaded ALS Funds** for this purpose at the division offices, subject to the usual accounting and auditing rules and regulations. The reimbursement of travel expenses shall only be granted upon submission of the complete requirements.
3. All other details are stipulated in the aforementioned Memorandum.
4. Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO CESO IV**  
 Regional Director

Enclosures: None  
 References: As stated  
 To be indicated in the Perpetual Index under the following subjects:  
 ALS CURRICULUM TRAININGS  
 CLMD-APC





Republic of the Philippines  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

**MEMORANDUM**  
**DM-CT-2024-192**

**TO :** REGIONAL DIRECTORS

**FROM :**   
GINA O. GONONG  
Undersecretary for Curriculum and Teaching

**SUBJECT :** WORKSHOP ON THE DEVELOPMENT, EVALUATION, AND REVISION AND ENHANCEMENT OF COURSE KITS FOR FUNCTIONAL EDUCATION AND LITERACY PROGRAM (FELP) COURSES

**DATE :** June 19, 2024

The Bureau of Alternative Education (BAE) will conduct a series of activities on the **Workshops on the Development, Evaluation, and Revision and Enhancement of Course Kits for Functional Education and Literacy Program (FELP) Courses** with the following details:

| Name of Activity   | No. of Participants                   | Inclusive Dates      | Venue   |
|--|---------------------------------------|----------------------|---|
| Workshop on the Development of Course Kits for Functional Education and Literacy program (FELP) Courses              | 52 (DepEd personnel and RPs included) | July 1-5, 2024       | Lime Hotels and Resorts, Pasay City                     |
| Workshop on the Evaluation of Course Kits for Functional Education and Literacy program (FELP) Courses               | 46 (DepEd personnel and RPs included) | September 9-13, 2024 | Specific venue will be announced on a separate issuance |
| Workshop on the Revision and Enhancement of Course Kits for Functional Education and Literacy program (FELP) Courses | 52 (DepEd personnel and RPs included) | October 7-11, 2024   | Specific venue will be announced on a separate issuance |

These activities specifically aim to attain and accomplish the following:

1. Develop Learning Resources for Additional FELP courses;
2. Evaluate and quality assure the Learning Resources for Additional FELP courses; and
3. Revise and enhance the Learning Resources for Additional FELP courses.



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Please see *Attachment No. 1* for the List of Participants and *Attachment No. 2* for the Workshop Designs. Participants are reminded to bring their own laptops, extension cords, and other related reading materials for the workshop.

Board and lodging, other expenses for supplies and materials, and other incidental expenses incurred by the participants for this activity will be charged to the 2024 FLO-ALS Fund, subject to the usual accounting and auditing rules and regulations. Travel and other incidental expenses of the participants shall be charged to the funds comprehensively released to the Regional Offices (DM-CT-2024-046).

Should there be queries or clarifications, please contact **Iza A. Rubiales**, *Senior Education Program Specialist*, Bureau of Alternative Education-Program Management and System Development Division (BAE-PMSDD) through email at [bae.pmsdd@deped.gov.ph](mailto:bae.pmsdd@deped.gov.ph).

Immediate dissemination of this Memorandum is requested.

*Copy furnished:*

**ATTY. REVSEE A. ESCOBEDO**  
Undersecretary for Operations



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**A. LIST OF PARTICIPANTS ON THE CONDUCT OF WORKSHOP ON THE  
 DEVELOPMENT OF COURSEBITS FOR FUNCTIONAL EDUCATION AND LITERACY PROGRAM (FELP) COURSES**  
 July 1-5, 2024

| Course/Theme                          | Participants |                          | Role           | Designation                  | Region       | Division                |
|---------------------------------------|--------------|--------------------------|----------------|------------------------------|--------------|-------------------------|
|                                       | Name         | Role                     |                |                              |              |                         |
| Accessing Government Services         | 1            | Catherine Alarzar        | Lead Writer    | EPS II-ALS                   | V            | SDO Camarines Sur       |
|                                       | 2            | Melody A. Vargas         | Writer         | Division ALS Focals          | V            | SDO Masbate City        |
|                                       | 3            | Gerald B. Olivar         | Writer         | EPS II-ALS                   | V            | SDO Masbate Province    |
|                                       | 4            | Representative           | Writer         | EPSA or EPS                  | NCR          | From Any SDO            |
|                                       | 5            | Francis Librando         | Writer         | EPS II-ALS                   | VI           | SDO Capiz City          |
|                                       | 6            | Morina R. Antiquina      | Content Editor | Education Program Supervisor | IX           | SDO Dipolog City        |
|                                       | 7            | Noel E. Sagayap          | Illustrator    | EPS I                        | VIII         | SDO Calbayog City       |
|                                       | 8            | Nathaniel E. Cabico      | Layout Artist  | PDO II                       | III          | Cabanatuan City         |
|                                       | 9            | Nestor Paul M. Pingil    | Lead Writer    | Chief EPS                    | VI           | SDO Iloilo Province     |
|                                       | 10           | Maria Kristina Tabernero | Writer         | EPS II-ALS                   | VIII         | SDO Leyte               |
| Business Communication                | 11           | Representative           | Writer         | EPSA or EPS                  | XI           | From Any SDO            |
|                                       | 12           | Maria Franchesca C. Fadi | Writer         | EPS II-ALS                   | IV-A         | SDO Dasmarias           |
|                                       | 13           | Maxkelvin E. Guzman      | Writer         | EPS II-ALS                   | I            | SDO Ilocos Norte        |
|                                       | 14           | Ruby P. Castillo         | Content Editor | Principal III                | IV-A         | SDO Laguna              |
|                                       | 15           | Dino R. Cuyag            | Illustrator    | ITO I                        | VII          | SDO Talisay City        |
|                                       | 16           | Mark Fil Tegsip          | Layout Artist  | PDO II                       | XI           | SDO Davao Oriental      |
|                                       | 17           | Braian B. Mahiney        | Lead Writer    | EPS II-ALS                   | XI           | SDO DavaoDel Norte      |
|                                       | 18           | Marvin M. Garcia         | Writer         | PSDS                         | V            | SDO Masbate City        |
|                                       | 19           | Rolly Ortiz Jr.          | Writer         | EPS II-ALS                   | X            | SDO Bulidnon            |
|                                       | 20           | Sherly M. Cruz           | Writer         | EPS II-ALS                   | IV-A         | SDO Rizal               |
| Responsible Parenting Education       | 21           | Lovely Rollaine B. Cruz  | Writer         | PSDS                         | NCR          | SDO Taguig and Pateros  |
|                                       | 22           | Christopher C. Castillo  | Content Editor | HT I                         | IV-A         | SDO Laguna              |
|                                       | 23           | Mark Lorenz C. Luib      | Illustrator    | PDO II                       | Caraga       | SDO Dinagat City        |
|                                       | 24           | Armando S. Vinoya        | Layout Artist  | Principal II                 | I            | SDO San Carlos City     |
|                                       | 25           | Chona S. Recto           | Lead           | EPS II-ALS                   | IV-B         | SDO Marinduque          |
|                                       | 26           | Elsie Celeste            | Writer         | PSDS                         | NCR          | SDO Malabon City        |
|                                       | 27           | Diana Marie Dagli        | Writer         | EPS II-ALS                   | V            | SDO Pasig City          |
|                                       | 28           | Aldren C. Libot          | Writer         | EPS II-ALS                   | XI           | SDO Masbate Province    |
|                                       | 29           | Representative           | Writer         | EPSA or EPS                  | From Any SDO | From Any SDO            |
|                                       | 30           | Fausino Tobes            | Writer         | Education Program Supervisor | VIII         | SDO Samar               |
| Introduction to Setting Up a Business | 31           | Dennis Bermoy            | Content Editor | EPS-I                        | MIMAROPA     | SDO Calapan             |
|                                       | 32           | Jay Michael A. Calipusan | Illustrator    | PDO II                       | X            | SDO Gingoog City        |
|                                       | 33           | Valentin H. Loable       | Layout Artist  | PDO II                       | XII          | SDO General Santos City |
|                                       | 34           | John Carl Caballes       | Lead           | EPS II-ALS                   | NCR          | SDO Las Pinas City      |
|                                       | 35           | Representative           | Writer         | EPSA or EPS                  | IV-B         | From Any SDO            |
|                                       | 36           | Representative           | Writer         | EPSA or EPS                  | NCR          | From Any SDO            |
|                                       | 37           | Romulous P. Guino        | Writer         | EPS II-ALS                   | NCR          | SDO Makati City         |
|                                       | 38           | Zaldy P. Fernandez       | Writer         | OIC-EPSA                     | CAR          | SDO Apayao              |
|                                       | 39           | Andres P. Bonifacio      | Content Editor | Education Program Supervisor | NCR          | Regional Office         |
|                                       | 40           | Jean T. Bris             | Layout Artist  | PDO II                       | III          | SDO Bataan              |
| Cybersafety and Security              | 41           | Julio A. Canaga          | Illustrator    | Head Teacher I               | VIII         | SDO Ormoc City          |

**WORKSHOP ON THE EVALUATION OF COURSEWORKS FOR FUNCTIONAL EDUCATION AND LITERACY PROGRAM (FELP) COURSES**  
September 9-13, 2024

| Course /Theme                         | Participants |                            | Region                  | Division                     |        |                       |
|---------------------------------------|--------------|----------------------------|-------------------------|------------------------------|--------|-----------------------|
|                                       | Name         | Role                       |                         |                              |        |                       |
| Accessing Government Services         | 1            | Rocky T. Banatao           | Content Reviewer        | PSDS                         | II     | SDO Tuguegarao City   |
|                                       | 2            | Julie Ann C. Cruz          | Content Reviewer        | EPSA                         | III    | SDO Bulacan           |
|                                       | 3            | Jupiter Petilla            | Content Reviewer        | Education Program Supervisor | I      | SDO Pangasinan II     |
|                                       | 4            | Maureen V. Tipay           | Pedagogy Reviewer       | EPS II, ALS                  | III    | SDO Olongapo          |
|                                       | 5            | Victor Reynante E. Vargas  | Pedagogy Reviewer       | EPS II, ALS                  | IV-B   | SDO Palawan           |
|                                       | 6            | Noli A. Abrigo             | Pedagogy Reviewer       | Education Program Supervisor | II     | SDO Tuguegarao City   |
|                                       | 7            | Joel R. Capuyan            | Layout /Format Reviewer | PDO II                       | VII    | SDO Danao City        |
|                                       | 8            | Analiza C. Almazan         | Layout /Format Reviewer | Education Program Supervisor | XI     | Regional Office       |
|                                       | 9            | Jeffrey A. Antillero       | Content Reviewer        | StrEPS                       | IV-A   | SDO Cabuyao City      |
|                                       | 10           | Antonio Lacedate Jr.       | Content Reviewer        | Regional ALS Supervisor      | I      | DepED-Region I Office |
|                                       | 11           | G.L. John C. Haro          | Content Reviewer        | Regional ALS Supervisor      | VI     | DepED-Region VI       |
|                                       | 12           | Narciso B. Carnaosay       | Pedagogy Reviewer       | Education Program Supervisor | CAR    | SDO Abra              |
|                                       | 13           | Jehcel I. Balayo           | Pedagogy Reviewer       | Principal II                 | VI     | SDO Iloilo            |
|                                       | 14           | Pedrito Gallero Jr.        | Pedagogy Reviewer       | EPS II, ALS                  | X      | SDO Gingoog City      |
|                                       | 15           | Glenn John O. Isiderio     | Layout /Format Reviewer | PDO II                       | X      | SDO El Salvador City  |
|                                       | 16           | Emelyn L. Talae            | Layout /Format Reviewer | EPS I                        | II     | SDO City of Iligan    |
| Responsible Parenting Education       | 17           | Elaine Amorin              | Content Reviewer        | Education Program Supervisor | I      | SDO Vigan City        |
|                                       | 18           | Bernard T. Baitao          | Content Reviewer        | Education Program Supervisor | NCR    | SDO Pasig City        |
|                                       | 19           | Marben Macatangay          | Pedagogy Reviewer       | EPS II, ALS                  | IV-B   | SDO Oriental Mindoro  |
|                                       | 20           | Cynthia G. Diaz            | Pedagogy Reviewer       | Education Program Supervisor | XII    | DepED RO II, CLMD     |
|                                       | 21           | Christopher David G. Oliva | Layout /Format Reviewer | PDO II                       | CAR    | SDO Baguio City       |
|                                       | 22           | Joy B. Bihag               | Layout /Format Reviewer | Education Program Supervisor | VIII   | DepED-Region VIII     |
|                                       | 23           | Mary Ann Tamarsy           | Content Reviewer        | EPS II, ALS                  | II     | SDO Tuguegarao City   |
|                                       | 24           | Jonre L. Bone              | Content Reviewer        | EPS II, ALS                  | X      | SDO Bukidnon          |
|                                       | 25           | Representative             | Content Reviewer        | EPS II, ALS                  | V      | Any SDO               |
|                                       | 26           | Aileen A. Hernal           | Pedagogy Reviewer       | PSDS                         | NCR    | SDO Makati            |
| Introduction to Setting Up a Business | 27           | Aprilyn G. Reyes           | Pedagogy Reviewer       | HT VI                        | NCR    | SDO Malabon City      |
|                                       | 28           | Armeline M. Seballos       | Pedagogy Reviewer       | EPS II, ALS                  | IX     | SDO Zamboanga Del Sur |
|                                       | 29           | Myleen C. Robinos          | Layout /Format Reviewer | PDO II                       | XI     | SDO Digos City        |
|                                       | 30           | Ricky P. Torrenueva        | Layout /Format Reviewer | PDO II                       | IV-A   | SDG San Pedro City    |
|                                       | 31           | Elmer Hindap Jr            | Pedagogy Reviewer       | Regional ALS Supervisor      | CARAGA | SDO Cabaabbaran City  |
|                                       | 32           | Alfred Cafe                | Pedagogy Reviewer       | EPS I                        | VIII   | DepED-Region VIII     |
|                                       | 33           | Gilbert Z. Apostol         | Content Reviewer        | EPS I                        | V      | SDO Sorsogon Province |
|                                       | 34           | Mahmie Q. Tolentino        | Content Reviewer        | EPS I                        | VI     | SDO Aklan             |
|                                       | 35           | Evelyn Morante             | Layout /Format Reviewer | PDO II                       | NCR    | SDO Pasig City        |
|                                       | 36           | Aletha Jane G. Alindo      | Layout /Format Reviewer | PDO II                       | XII    | SDO Sarangani         |



**LIST OF PARTICIPANTS ON THE CONDUCT OF  
WORKSHOP ON THE REVISION AND ENHANCEMENT OF COURSEKITS FOR FUNCTIONAL EDUCATION AND LITERACY PROGRAM (FELP) COURSES  
October 7-11, 2024**

| Course/Theme                          | Participants                 |  | Role           | Designation                  | Region   | Division                |
|---------------------------------------|------------------------------|--|----------------|------------------------------|----------|-------------------------|
|                                       | Name                         |  |                |                              |          |                         |
| Accessing Government Services         | 1 Catherine Alaraz           |  | Lead Writer    | EPS II-ALS                   | V        | SDO Camarines Sur       |
|                                       | 2 Melody A. Vargas           |  | Writer         | Division ALS Focals          | V        | SDO Masbate City        |
|                                       | 3 Gerald B. Oliver           |  | Writer         | EPS II-ALS                   | V        | SDO Masbate Province    |
|                                       | 4 Francis Librando           |  | Writer         | EPS II-ALS                   | VI       | SDO Capiz City          |
| Business Communication                | 5 Monina R. Antiquina        |  | Content Editor | Education Program Supervisor | IX       | SDO Dipolog City        |
|                                       | 6 Noel E. Sagayad            |  | Illustrator    | EPS I                        | VIII     | SDO Calbayog City       |
|                                       | 7 Nathaniel E. Cabico        |  | Layout Artist  | PDO II                       | III      | Cabanatuan City         |
|                                       | 8 Nestor Paul M. Pingil      |  | Lead Writer    | Chief EPS                    | VI       | SDO Iloilo Province     |
|                                       | 9 Maria Kristina Tabernero   |  | Writer         | EPS II-ALS                   | VIII     | SDO Leyte               |
|                                       | 10 Maria Franchesca C. Fadri |  | Writer         | EPS II-ALS                   | IV-A     | SDO Dasmariñas          |
|                                       | 11 Markelvin E. Guzman       |  | Writer         | EPS II-ALS                   | I        | SDO Ilocos Norte        |
|                                       | 12 Ruby P. Castillo          |  | Content Editor | Principal III                | IV-A     | SDO Laguna              |
|                                       | 13 Dino R. Cuyag             |  | Illustrator    | I/O I                        | VII      | SDO Talisay City        |
|                                       | 14 Mark Fil Tagsip           |  | Layout Artist  | PDO II                       | XI       | SDO Davao Oriental      |
| Responsible Parenting Education       | 15 Brian B. Mahinay          |  | Lead Writer    | EPS II-ALS                   | XI       | SDO DavaoDel Norte      |
|                                       | 16 Marvin M. Garcia          |  | Writer         | PSDS                         | V        | SDO Masbate City        |
|                                       | 17 Rolly Ortiz Jr.           |  | Writer         | EPS II-ALS                   | X        | SDO Bukidnon            |
|                                       | 18 Shery M. Cruz             |  | Writer         | EPS II-ALS                   | IV-A     | SDO Rizal               |
|                                       | 19 Lovely Rollaine B. Cruz   |  | Writer         | PSDS                         | NCR      | SDO Taguig and Pateros  |
|                                       | 20 Christopher C. Cañillo    |  | Content Editor | HT I                         | IV-A     | SDO Laguna              |
|                                       | 21 Mark Lorenz C. Luib       |  | Illustrator    | PDO II                       | Caraga   | SDO Dinagat City        |
|                                       | 22 Armando S. Vinoya         |  | Layout Artist  | Principal II                 | I        | SDO San Carlos City     |
|                                       | 23 Ghona S. Recto            |  | Lead           | EPS II-ALS                   | IV-B     | SDO Marinduque          |
|                                       | 24 Elsie Celeste             |  | Writer         | EPS II-ALS                   | NCR      | SDO Malabon City        |
| Introduction to Setting Up a Business | 25 Aldren C. Libot           |  | Writer         | EPS II-ALS                   | V        | SDO Masbate Province    |
|                                       | 26 Faustino Tobes            |  | Writer         | Education Program Supervisor | VIII     | SDO Samar               |
|                                       | 27 Dennis Bernoy             |  | Content Editor | EPS-I                        | MIMAROPA | SDO Calapan             |
|                                       | 28 Jay Michael A. Caliputuan |  | Illustrator    | PDO II                       | X        | SDO Gingoog City        |
|                                       | 29 Valentin H. Loable        |  | Layout Artist  | PDO II                       | XII      | SDO General Santos City |
|                                       | 30 John Carl Cabarles        |  | Lead           | EPS II-ALS                   | NCR      | SDO Las Pinas City      |
|                                       | 31 Romulus P. Guino          |  | Writer         | EPS II-ALS                   | NCR      | SDO Makati City         |
|                                       | 32 Zaldy P. Fernandez        |  | Writer         | OIC-EPISA                    | CAR      | SDO Apayao              |
|                                       | 33 Andres P. Borinacio       |  | Content Editor | Education Program Supervisor | NCR      | Regional Office         |
|                                       | 34 Joan T. Briz              |  | Layout Artist  | PDO II                       | III      | SDO Bataan              |
| Digital Citizenship and Cyber safety  | 35 Julio A. Cafega           |  | Illustrator    | Head Teacher I               | VIII     | SDO Ormoc City          |

**Workshop on the Development of Course Kits for Functional Education and Literacy Program (FELP) Courses  
July 1-5, 2024**

**Indicative Program of Activities**

| TIME        | Day 1<br>(Monday)   | Day 2<br>(Tuesday)  | Day 3<br>(Wednesday)   | Day 4<br>(Thursday)  | Day 5<br>(Friday)  |
|-------------|---|---|--|--|--|
| 7:00-7:30   | <b>Registration of Participants</b><br><br><b>I. OPENING PROGRAM</b><br>*National Anthem<br>*Prayer<br>*Open/ET Quality Policy<br>*Acknowledgment of Participants<br>*Welcome Remarks<br>*Message<br>*Statement of Purpose and *Presentation of Mechanics<br>Photo Opportunity  | <b>Workshop 3</b><br><br>Choosing effective instructional design.<br><br>Choose strategies and methods based on suggested learning principles for the Additional Course Kits. | <b>Workshop 5</b><br><br>Developing Activities aligned to course objectives of the Course Kits.                | <b>Workshop 6</b><br><br>Developing assessment methods to evaluate learners' understanding and application of the course kit. This can include quizzes, assignments, projects, or practical scenarios.<br><br>Designing the Summative Assessment for Micro-certification | <b>Workshop 7</b><br><br>Completion of the Course Kits for FELP Pilot Implementation (Version 1)   |
| 7:31-8:00   |   |   |  |  |  |
| 8:01-9:00   | <b>II. Plenary Session</b><br><b>Session 1:</b><br>Overview and Background of Functional Education and Literacy Program (FELP) – Additional Course Outline Development<br><br><b>Session 2:</b> Presentation of the Mechanics of the Workshop on the Development of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation<br><br><b>Session 3:</b><br>Orientation on General Learning Resource (LR) Guidelines on the Development of Course Kits | <b>Continuation of Workshop 3</b><br><br>Choosing effective instructional design.   | <b>Continuation of Workshop 5</b><br><br>Developing Activities aligned to course objectives of the Course Kits | <b>Continuation of Workshop 6</b><br><br>Designing the Summative Assessment for Micro-certification  | <b>Continuation of Workshop 7</b><br><br>Completion of the Course Kits for FELP Pilot Implementation (Version 1)<br><br><b>Presentation and Critiquing of the Completed FELP-Financial Education Course Template</b> |
| 10:01-10:10 |   |   |  |  |  |
| 10:11-11:00 |   |   |  |  |  |
| 11:01-12:00 | <b>Workshop 4</b><br><br>Drafting Course Kits Contents based on provided template   | <b>Continuation of Workshop 4</b><br><br>Drafting Course Kits Contents based on provided template   | <b>Continuation of Workshop 5</b><br><br>Developing Activities aligned to course objectives of the Course Kits | <b>Continuation of Workshop 6</b><br><br>Designing the Summative Assessment for Micro-certification  | <b>Submission of the Course Kits for FELP Pilot Implementation (Version 1)</b>   |
| 12:01-1:00  |   |   |  |  |  |
| 1:01-2:00   |   |   |  |  |  |
| 2:01-3:00   |   |   |  |  |  |
| 3:01-3:10   | <b>Workshop 2</b><br><br>Defining goals and objectives of the Workshop on the Development of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation   | <b>Continuation of Workshop 4</b><br><br>Drafting Course Kits Contents based on provided template   | <b>Presentation and Critiquing of Workshop 5 Outputs</b>   | <b>Presentation and Critiquing of Workshop 6 Outputs</b>   | <b>Submission of Final Outputs</b>   |
| 3:01-4:00   |   |   |  |  |  |

**Workshop on the Evaluation of Course Kits for Functional Education and Literacy Program (FELP) Courses  
September 9-13, 2024**

**Indicative Program of Activities**

| TIME               | Day 1<br>(Monday)  | Day 2<br>(Tuesday)  | Day 3<br>(Wednesday)   | Day 4<br>(Thursday)  | Day 5<br>(Friday)   |
|--------------------|--|---|--|--|---|
|                    | <b>Breakfast and Registration<br/>Management of Learning</b>   |   |  |  |   |
| 7:00-7:30          | <b>I. OPENING PROGRAM</b><br><small>                     *Welcome Address<br/>                     *Credited Quality Policy<br/>                     *Acknowledgement of Participants<br/>                     *Welcome Remarks<br/>                     *Statement of Purpose and Presentation of Mechanics<br/>                     Photo Opportunity                 </small> |   |  |  |   |
| 7:31-8:00          |  |   |  |  |   |
| 8:01-9:00          |  |   |  |  |   |
| 9:01-10:00         |  |   |  |  |   |
|                    | <b>Continuation of Workshop 1</b><br>Individual Evaluation (Content, Activities and Assessment)  | <b>Workshop 2:</b><br>Team Evaluation<br>Discussion with teammate   | <b>Workshop 3:</b><br>Preparation of Team Summary of Findings Reports  | <b>Continuation of Workshop 3</b><br>Preparation of Team Summary of Findings Reports |   |
|                    | <b>Plenary Session 1:</b><br>Overview and Background of Additional Course Kits for FELP  | <b>HEALTH BREAK</b>   |  |  |   |
| 10:01-10:10        | <b>Plenary 2:</b> Orientation on the Guidelines and Mechanics of the Workshop on the Evaluation Additional Course Kits for FELP.   |   |  |  |   |
| 10:11-11:00        |  |   |  |  |   |
| 11:01-12:00        |  |   |  |  |   |
|                    | <b>Continuation of Workshop 1</b><br>Individual Evaluation (Content, Activities and Assessment)  | <b>Continuation of Workshop 2</b><br>Team Evaluation<br>Discussion with teammate  | <b>Continuation of Workshop 3:</b><br>Preparation of Team Summary of Findings Reports  | <b>Presentation and Critiquing of Outputs</b>  |   |
|                    | <b>Workshop 1:</b><br>Individual Evaluation (Content, Activities and Assessment)   | <b>LUNCH</b>  |  |  |   |
| 12:01-1:00         | <b>Workshop 1:</b><br>Individual Evaluation (Content, Activities and Assessment)   |   |  |  |   |
| 1:01-2:00          |  |   |  |  |   |
| 2:01-3:00          |  |   |  |  |   |
| 3:01-3:10          |  |   |  |  |   |
| 3:01-4:00          |  |   |  |  |   |
| 4:01-5:00          | <b>Continuation of Workshop 1</b><br>Individual Evaluation (Content, Activities and Assessment)  | <b>Continuation of Workshop 2</b><br>Discussion with teammate   | <b>Continuation of Workshop 3:</b><br>Preparation of Team Summary of Findings Reports  | <b>Continuation of the Presentation and Critiquing of Outputs</b>                    | <b>Submission of Final Outputs</b><br><small>                     *Welcome Address<br/>                     *Prayer<br/>                     *Highlights and Impressions<br/>                     *Message of the Director<br/>                     *Announcement of Certificate<br/>                     *Challenge<br/>                     *Certificate of Appreciation<br/>                     *Closing Remarks                 </small> |
|                    | <b>Continuation of Workshop 1</b><br>Individual Evaluation (Content, Activities and Assessment)  | <b>Continuation of Workshop 2</b><br>Discussion with teammate   | <b>Continuation of Workshop 3:</b><br>Preparation of Team Summary of Findings Reports  | <b>Submission of Final Outputs</b>   | <b>CLOSING PROGRAM</b><br><small>                     *Welcome Address<br/>                     *Prayer<br/>                     *Highlights and Impressions<br/>                     *Message of the Director<br/>                     *Announcement of Certificate<br/>                     *Challenge<br/>                     *Certificate of Appreciation<br/>                     *Closing Remarks                 </small>             |
| Expected Outputs   | Participants were given orientation on the Guidelines and Mechanics of the Workshop on the Evaluation of Financial Education Course Kits for FELP Pilot Implementation   | The consolidated, agreed comments and recommendations in the Summary of Corrections Reports Financial Education Course Kits for FELP Pilot Implementation | The consolidated, agreed comments and recommendations in the Team Summary of Corrections Reports Financial Education Course Kits for FELP Pilot Implementation | Team Summary of Findings Reports   | Submitted final outputs   |
| Officer of the Day | Iza Rubiales   | Michael Angelo V. Infante   | Genius R. San Pablo  | Michael Angelo V. Infante  | Iza Rubiales  |



**Workshop on the Revision and Enhancement of Course Kits  
for Functional Education and Literacy Program (FELP) Courses  
October 7-11, 2024**

**Indicative Program of Activities**

| TIME        | Day 1<br>(Monday)  | Day 2<br>(Tuesday)   | Day 3<br>(Wednesday)   | Day 4<br>(Thursday)  | Day 5<br>(Friday)   |
|-------------|--|--|--|--|---|
| 7:00-7:30   | <b>Arrival and Bilinging of Participants</b><br><br><b>I. OPENING PROGRAM</b><br>*National Anthem<br>*Prayer<br>*Caped Quality Policy<br>*Acknowledgment of Participants<br>*Welcome Remarks<br>*Message<br>*Statement of Purpose and Presentation of Mechanics<br>Photo Opportunity<br><br><b>II. Plenary Session</b><br><b>Session 1:</b> Overview and Background of Revision and Enhancement of Additional Course Kits for Functional Education and Literacy Program (FELP) | <b>Continuation of Workshop 1:</b><br>Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation | <b>Continuation of Workshop 1:</b><br>Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation   | <b>Continuation of Workshop 2</b><br>Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits for Functional Education and Literacy Program (FELP). | <b>Finalization of Outputs</b><br>Version 2 of the Additional Course Kits for Functional Education and Literacy Program (FELP).                   |
| 7:31-8:00   |  |  |  |  |   |
| 8:01-9:00   |  |  |  |  |   |
| 9:01-10:00  |  |  |  |  |   |
| 10:01-10:10 | <b>Session 2:</b> Orientation on the Guidelines and Mechanics of the Workshop on the Revision and Enhancement of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation  | <b>HEALTH BREAK</b>  |  |  |   |
| 10:11-11:00 | <b>Continuation of Workshop 1:</b><br>Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation   | <b>Continuation of Workshop 1:</b><br>Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation | <b>Continuation of Workshop 2</b><br>Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits for Functional Education and Literacy Program (FELP). | <b>Finalization of Outputs</b><br>Version 2 of the Additional Course Kits for Functional Education and Literacy Program (FELP)   |   |
| 11:01-12:00 |  |  |  |  |   |
| 12:01-1:00  |  |  |  |  |   |
| 1:01-2:00   | <b>LUNCH BREAK</b>   |  |  |  |   |
| 2:01-3:00   | <b>Workshop 1:</b> Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation  | <b>Continuation of Workshop 1:</b><br>Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation | <b>Workshop 2:</b> Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits for Functional Education and Literacy Program (FELP)                    | <b>Continuation of Workshop 2</b><br>Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits for Functional Education and Literacy Program (FELP). | <b>Submission of Outputs</b><br>Version 2 of the Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation |
|             |  |  |  |  |   |
| 3:01-4:00   | <b>HEALTH BREAK</b>  |  |  |  |   |
| 4:01-5:00   | <b>Continuation of Workshop 1:</b><br>Revision of Additional Course Kits for Functional Education and Literacy Program (FELP)  | <b>Continuation of Workshop 1:</b><br>Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation | <b>Continuation of Workshop 2</b><br>Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits for Functional Education and Literacy Program (FELP)  | <b>Continuation of Workshop 2</b><br>Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits   | <b>CLOSING PROGRAM</b><br>*National Anthem<br>*Prayer<br>*Insights and Impressions  |
|             |  |  |  |  |   |

|                    |   |   |   |   |   |
|--------------------|---|---|---|---|---|
| Expected Outputs   | The consolidated and agreed comments and recommendations in the Evaluation Tool and Team Summary of Corrections Reports of the Additional Course Kits for Functional Education and Literacy Program (FELP). |   | Education and Literacy Program (FELP) Pilot Implementation  | for Functional Education and Literacy Program (FELP) Pilot Implementation   | *Message of the Director<br>*Awarding of Certificates<br>*Closing Remarks and Ways Forward                    |
| Officer of the Day | Iza Rubiales  | Revised and Enhanced Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation | Revised and Enhanced Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation | Revised and Enhanced Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation | Version 2 of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation |
|                    | Iza Rubiales  | Michael Angelo V. Infante   | Genius R. San Pablo   | Michael Angelo V. Infante   | Iza Rubiales  |