



Republic of the Philippines  
Department of Education  
**REGION VI-WESTERN VISAYAS**  
Duran Street, Iloilo City



June 15, 2017

**Regional Advisory No. 114, s. 2017**

In compliance with Unnumbered DepED Memorandum, s. 2017 from the Office of the Assistant Secretary for Public Affairs Service and Alternative Learning System dated June 9, 2017.

This advisory is issued for the information of the Schools Division Superintendents of Capiz and Iloilo City

**WRITESHOP ON THE FINALIZATION OF ALS MANUAL OF OPERATIONS**

The Bureau of Learning Delivery, through the Student Inclusion Division, will conduct a **Writeshop on the Finalization of the ALS Manual of Operations** on June 19-24, 2017 (inclusive of travel time) at BL Resort and Hotel, Cabanatuan City. This activity aims to revisit and finalize the second draft output of the ALS Manual of Operations.

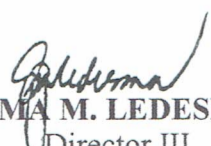
Region VI participants to this activity are:

NAME	DESIGNATION	DIVISION
1. Adonis A. Mosquera	Education Program Supervisor	Regional Office
2. Leila Valencia	Education Program Supervisor	Iloilo City
3. Ronald Dile	EPSA	Capiz

Traveling expenses, board and lodging and other relative expenses of participants shall be charged against project funds (2016 ALS Continuing Funds) subject to the usual government accounting and auditing rules and regulations. The participants are advised to purchase the cheapest means of transportation, and that reimbursement shall be made only at the workshop venue upon submission of the approved travel documents and original bus or plane tickets. They are also reminded to bring their laptops, extension cords and pocket wifi.

The first meal will be lunch on June 19, 2017 while the last meal will be packed morning snacks on June 24, 2017. Opening program will start at 8:00 AM on June 20, 2017.

Immediate dissemination of this Regional Advisory is desired.

  
**MA. GEMMA M. LEDESMA, CESO V**  
Director III  
Officer-In-Charge  
Office of the Regional Director



Republic of the Philippines  
**Department of Education**  
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**Assistant Secretary for Public Affairs Service  
 and Alternative Learning System**

**MEMORANDUM**

**TO :** Regional Directors  
 CLMD Chief  
 Regional ALS Focal Persons

**FROM :** *G.H. S. Ambat*  
 G.H. S. AMBAT,  
 Assistant Secretary for Public Affairs Service & ALS

**SUBJECT :** **Workshop on the Finalization of ALS Manual of Operations**

**DATE :** **June 9, 2017**

**DepED RO VI**  
**Office of the Regional Director**  
 Duran Street, Iloilo City

**RECEIVED**  
 Date: 6/14/17 *hyden*

The Bureau of Learning Delivery through the Student Inclusion Division (BLD-SID), will conduct **Workshop on the Finalization of the ALS Manual of Operations** on June 19 to 24, 2017 (inclusive of travel time) at BL Resort and Hotel, Cabanatuan City. The activity aims to revisit and finalize the second draft output of the ALS Manual of Operations.

The said manual will provide simple and clear instructions to systematize program implementation, intervention and management of the learning resources. More specifically, this will cover the activities from the conduct of literacy mapping to the identification of the learner's entry level capacity, the provision of learning support delivery and completion of other assessment requirements for accreditation and certifications.

The participants in the aforesaid activity are selected ALS Implementers as indicated in the attached Appendix.

Travelling expenses, board and lodging and other relative expenses of participants shall be charged against project funds (2016 ALS Continuing Funds) subject to the usual government accounting and auditing rules and regulations.

It is therefore advised that participants should purchase the cheapest means of transportation, and the reimbursement shall be made only at the workshop venue upon submission of the approved travel documents and original bus or plane tickets. They are also reminded to bring their laptops, extension cords and pocket wifi.

The first meal will be lunch on June 19, 2017 while the last meal will be packed a.m. snack on June 24, 2017. Opening Program will start at 8:00 AM on June 20, 2017.

Immediate confirmation of participants in the said activity is needed. Kindly fax the signed Travel Authority/order on or before June 14, 2017 to (02) 631-9993 or email to [lexlie.pagatpatan@deped.gov.ph](mailto:lexlie.pagatpatan@deped.gov.ph)

Should there be queries regarding these activities, you may contact **Mr. Josellito B. Castro**, Senior Educ. Program Specialist and/or **Ms. Ma. Luisa B. Catalan**, Education Program Specialist II at tel.no. (02) 631-9993.

Immediate dissemination of this memorandum is desired.





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Assistant Secretary for Public Affairs Service  
 and Alternative Learning System

## APPENDIX A -

## LIST OF PARTICIPANTS

Finalization of the ALS Manual of Operations ALS Practitioners  
 June 19-24, 2017/BL Resort & Hotel, Cabanatuan City

Region	Office/Division	Name	Designation
I	Region	Barnic M. Caluza	Regional ALS Focal Person
	Vigan City	Anselmo Aludino	Schools Division Superintendent
	La Union	Delia Odanza	District ALS Coordinator
II	Region	Roderic Guinucay	Regional ALS Focal Person
	Cagayan	Xyza Zinghapan	Education Program Specialist II
	Iligan City	Ma. Lourdes Junatas	Education Program Specialist II
III	Region	Arnold Montemayor	Regional ALS Focal Person
	Pampanga	Leonardo Zapanta	Schools Division Superintendent
	Nueva Ecija	Robertita Fernando	Education Program Supervisor in ALS
IVA	Region	Elaine Balaogan	Regional ALS Focal Person
	Laguna	Orlando Valverde	Chief, CID
	Quezon	Rej Villcnes	Education Program Specialist II – ALS
IV-B	Region	Jean Lasquite	Regional ALS Focal Person
	Oriental Mindoro	Jenelyn Baylon	ALS Mobile Teacher
	Palawan	Reuben Herrera	Education Program Specialist II – ALS
V	Region	Ricardo Tejeresas	Regional ALS Focal Person
	Albay	Jay Oliquino	Education Program Supervisor in ALS
	Tabaco City	Ma. Theresa Borbor	Education Program Supervisor in ALS
VI	Region	Adonis Mosqueda	Regional ALS Focal Person
	Iloilo City	Leila Valencia	Education Program Supervisor in ALS
	Capiz	Ronald Dile	Education Program Specialist II- ALS
VII	Region	Marilyn Miranda	Regional ALS Focal Person
	Cebu City	Lana Escario	ESP IV
	Mandaue City	Ismaelita Desabille	EPS-LRMDS Manager
VIII	Region	Alfredo Cafe	Regional ALS Focal Person
	Tacloban City	Ranulfo Baay	Education Program Supervisor in ALS
	Tacloban City	Edever Zanoria	Education Program Specialist II- ALS
IX	Region	Mario Manzueto Jala	Regional ALS Focal Person
	Dipolog City	Catalina Barinaga	Education Program Supervisor in ALS
	Zamboanga City	Eulalyn Fernandez	Education Program Supervisor in ALS
X	Region	Josephine Valledor	Regional ALS Focal Person
	Region	Edith L. Ortega	Chief, FTAD
	Malaybalay City	Wendy O. Egoy	District ALS Coordinator
XI	Region	Maricel Langahid	Regional ALS Focal Person
	Compostela Valley	Arlyn Lim	Education Program Supervisor in ALS
	Davao Del Sur	Anabel Ungoad	Education Program Specialist II- ALS



XII	Region	Emily Enolpe	Regional ALS Focal Person
	Region	Johnny Sumugat	Regional Supervisor
	Cotabato Prov.	Julic Lumogdang	Education Program Supervisor in ALS
CARAG A	Region	Marilyn Antiquina	Regional ALS Focal Person
	Surigao City	Elizabeth Larase	Chief - SGOD, OIC-ASDS
	Siargao	Gemna G. Pobe	Chief, CID
CAR	Region	Marcelo Talamayan	Regional ALS Focal Person
	Kalinga	Arnold Tomas	Education Program Supervisor in ALS
	Baguio City	April Lorraine Agustin	ALS Mobile Teacher
NCR	Valenzuela City	Baltazar Gayem	Chief, SGOD
	Pasig City	Christine Banzuela	District ALS Coordinator
	Malabon	Cynthia P. Farma	Education Program Supervisor in ALS
NIR	Region	Fe Balos	Regional ALS Focal Person
	Bais City	Ofelia Hermosa	Schools Division Superintendent
	Neg. Occidental	Yolly Salem	Education Program Specialist II- ALS

Approved by :

*G.H. S. Ambat*  
**G.H. S. AMBAT**  
 Assistant Secretary

Office of the Public Affairs Service & ALS



Republic of the Philippines  
**Department of Education**

**Activity Request (AR)**

AR No. \_\_\_\_\_ (to be supplied by Planning Service)

FOR : *G.H. S. Ambat*  
**G.H. S. AMBAT**  
Assistant Secretary for Public Affairs Service and ALS

FROM : *Mariette R. Almayda*  
**MARILETTE R. ALMAYDA**  
Director III  
OIC, Office of the Director IV

Subject : **AUTHORITY REQUEST**

NAME OF PROGRAM(S)/PROJECT(S)	Development of ALS Manual of Operation for Field Implementers and Practitioners
OUTPUT CODE(S) AND OUTPUT(S) TO BE PRODUCED	AC 98-101-BLD-SID-PF-BEC-001 - ALS Manual of Operation
SPECIFIC ACTIVITIES TO BE UNDERTAKEN TO PRODUCE THE OUTPUT	Various activities related to the development of ALS Manual of Operation for Field Implementers and Practitioners <ol style="list-style-type: none"> <li>1. Pre-Planning Activities</li> <li>2. Review and Revision of ALS Manual of Operation</li> <li>3. Validation of ALS Manual of Operation</li> <li>4. Finalization of ALS Manual of Operation</li> </ol>
ACTIVITY CODE(S)	AC-98,99,100,101 BLD-SID-PF-BEC-002, 003, 004,005
FINANCIAL REQUIREMENTS	Three Million Two Hundred Fourteen Thousand Seven Hundred Fifty Eight Pesos (P3,214,758.00)
SOURCE OF FUNDS	Charged against the 2016 ALS Continuing Fund
ADMINISTRATIVE ARRANGEMENTS	Division ALS Focal Person, District ALS Coordinator, Mobile Teachers, April 24-28,2017 – GSP, Tagaytay City May 15-19, 2017- GSP, Tagaytay City May 29-June 2, 2017- GSP, Tagaytay City  <b>Special Disbursing Officer – Erlinda G. Angeles, EPS II, SID-BLD</b> To draw cash advance in the amount of One Million Five Hundred Seventy Six Thousand and One Hundred Eight Pesos (P1,576,108.00)
ANNEXES	<ol style="list-style-type: none"> <li>1. Activity Design/Program of Activities</li> <li>2. List of Participants</li> <li>3. Detailed Financial Requirements</li> <li>4. Specialty Clearance, if needed in the activity</li> <li>5. Accomplished Purchase Request (PR)</li> </ol>

All expenses incurred in this activity is subject to usual accounting and auditing rules and regulations.





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**Assistant Secretary for Public Affairs Service  
 and Alternative Learning System  
 MEMORANDUM**

*ghambat approved*

**FOR :** G.H. S. AMBAT  
 Assistant Secretary for Public Affairs Service and ALS

*ghmm*

**FROM :** MARILETTE R. ALMAYDA  
 Director III, OIC, Office of the Director IV  
 Bureau of Learning Delivery

**Subject :** Request for Authority to change the date and venue for the conduct of the approved activities for the Development of ALS Manual of Operation for Field Implementers and Practitioners

**Date :** May 5, 2017

This is to request for authority to change the dates and venues of the following activities under the ALS Manual of Operation :

Activity	Original Date and Venue	New Schedule and Venue
1. Review and Revision of ALS Manual of Operations	April 24-28, 2017 GSP, Tagaytay City	May 15-19, 2017 NEAP, RIV-A Malvar, Batangas
2. Validation of ALS Manual of Operations	May 15- 29, 2017 GSP, Tagaytay City	May 29-June 2, 2017 Sierra Madre Hotel, Palayan City Nueva Ecija
3. Finalization of ALS Manual of Operations	May 29-June 2, 2017 Sierra Madre Hotel, Palayan City Nueva Ecija	June 19-24, 2017 BL Hotel and Resort Cabanatuan City, Nueva Ecija

For your consideration and approval.

**Writershop on the Finalization of ALS Manual of Operation**

June 19-24, 2017 / BL Resort and Hotel, Cabanatuan City, Nueva Ecija

**CONFIRMATION SHEET**

( for Submission via email not later than June 14 , 2017 )

Name of Participant: \_\_\_\_\_  
 Position : \_\_\_\_\_  
 Workstation: \_\_\_\_\_ Region : \_\_\_\_\_ Division: \_\_\_\_\_  
 Email address: \_\_\_\_\_ ( a must- have)  
 Mobile No. \_\_\_\_\_  
 Office Landline No. \_\_\_\_\_  
 Fax No. \_\_\_\_\_

Submitted by:

Approved by:

\_\_\_\_\_

\_\_\_\_\_

Name of Participant over Signature

Regional Director or School Division Superintendent

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Note: Email the accomplished confirmation sheet immediately to [lexlie.pagatpatan@deped.gov.ph](mailto:lexlie.pagatpatan@deped.gov.ph) not later than May 24, 2017. For inquiries, call the SID office at (02) 631-9993 .

Transportation expenses of participants shall be chargeable against 2016 ALS continuing Funds.