

MAR 11 2025

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REGIONAL MEMORANDUM

No. 0265 s. 2025

To: Schools Division Superintendents
All Others Concerned

24TH NATIONAL CONSULTATIVE CONFERENCE FOR REGIONAL ALTERNATIVE
LEARNING SYSTEM (ALS) FOCAL PERSONS AND SELECT DEPED OFFICIALS

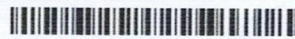
1. In reference to Memorandum DM-CT-2025-051 and Administrative Note, the Bureau of Alternative Education (BAE) will conduct the 24th National Consultative Conference for Regional Alternative Learning System (ALS) Focal Persons and other select DepEd officials on March 18–21, 2025(inclusive of travel time) at the Lope A. Asis Memorial Gymnasium in Bayugan City, Caraga Region.
2. The event will be hosted in collaboration with the Bayugan City Division with support from external partners and in coordination with the Curriculum and Learning Management Division (CLMD) to ensure its successful organization and implementation.
3. The designated participants from Caraga Region are required to attend on the following dates:

Attendees	Date	Designation
5 RO PMT	March 18-20, 2025	PMT
12 Division ALS Focal Persons	March 17-21, 2025	TWG
12 SDO Drivers	March 17, 2025	TWG
12 SDS	March 18, 2025	Guests (Fellowship Night) 6:30 p.m.
Region and Division Planning Officer	March 18-20, 2025	Participant
Region and Division Accountant /Budget Officers	March 18-20, 2025	Participant

4. The Exhibit and Product Showcase is a competition. Each Schools Division Office (SDO), represented by its ALS Focal Person, is required to bring one outstanding livelihood product created by an ALS learner for display in the designated area.
5. Attached are the enclosures and Memorandum containing further details.
6. Travel expenses, per diem, and other related costs will be charged against local funds, MOOE, ALS PSF, subject to the standard accounting and auditing rules.
7. For inquiries, please contact Josephine Chonie M. Obseñares, EPS, Regional ALS Focal Person at josephinechonie.obsenares@deped.gov.ph.



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5959
Email: caraga@deped.gov.ph
Website: caraga.deped.gov.ph

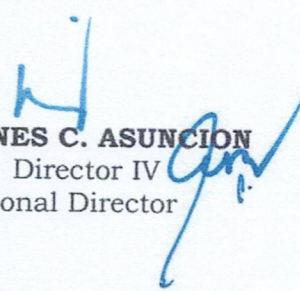


2025-03-04338

Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	1 of 2



8. Immediate dissemination of this Memorandum is desired.


MARIA INES C. ASUNCION
Director IV
Regional Director

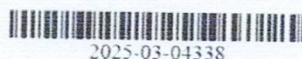
Encl.: List of Participants, TWG and Matrix
Reference: Memorandum DM-CT (No. 051, s. 2025)
To be indicated in the Perpetual Index
under the following subjects:

ALTERNATIVE LEARNING SYSTEM CONFERENCE

CLMD/jcmo
03/11/2025



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Caraga Participants for the 24th National Consultative Conference

Names	Position	Division
4 Program Management Team		
1. Maria Ines C. Asuncion	Regional Director	RO
2. Pedro T. Escobarte, Jr.	Asst. Regional Director	RO
3. Bernabe L. Linog	CLMD, Chief	RO
4. Pedro A. Tecson	AO V, PAU	RO
16 Participants of the Conference		
5. Josephine Chonie M. Obseñares	EPS, RO ALS Focal Person	RO
6. Jerry P. Salino	EPS, SDO ALS Focal Person	SDO Bayugan
7. Wendel C. Federicos	Asst. School Principal II	SDO Bayugan (Documenter)
8. Rachel C. Cassion	EPSA	SDO Butuan (Documenter)
9. William P. Buhayan	EPS, SDO ALS Focal Person	SDO Dinagat
10. Hermiette F. Lerog	EPS, SDO ALS Focal Person	SDO Surigao City
11. Sahly Tina A. Dacut	Accountant III	Regional Office
12. Noime A. Plazon	AO V, Budget Officer III	Regional Office
13. Jura S. Goloran	AO V, Budget Officer III	Agusan del Sur
14. Bethany E. Climaco	Accountant III	Surigao del Sur
15. Juliet D. Go	Accountant III	Surigao del Norte
16. Dandee Jonathan F. Monton	Planning Officer III	Regional Office
17. Rowena C. Egay	Planning Officer III	SDO Butuan City
18. Teresa May M. Laquihon	Planning Officer III	SDO Bislig City
19. Ronald L. Arnego	Planning Officer III	SDO Tandag City
20. Isagani M. Calidguid	Planning Officer III	SDO Siargao
9 Technical Working Group		
21. Nilo R. Verdon	EPS, SDO ALS Focal Person	Agusan del Norte
22. Ivy Claire P. Morales	EPS, SDO ALS Focal Person	Agusan del Sur
23. Victor A. Odtohan	EPS, SDO ALS Focal Person	Bislig City
24. Ana Marie L. Ceniza	EPS, SDO ALS Focal Person	Butuan City
25. Marie Fe C. Dultra	EPS, SDO ALS Focal Person	Cabadbaran City
26. Aniesol C. Lasala	EPS, SDO ALS Focal Person	Siargao
27. Leonila J. Floria	EPS, SDO ALS Focal Person	Surigao del Norte

28. Menerba M. Dapar	EPS, SDO ALS Focal Person	Surigao del sur
29. Eric C. Cabaluna	EPS, SDO ALS Focal Person	Tandag City
12 RO/SDO Drivers		
30. Jasper Estacio	Driver	Regional Office-RD
31. Reon R. Tizon	Driver	Regional Office-ARD
32. Allan Q. Joven	Driver	Agusan del Norte
33. Junray G. Larase	Driver	Agusan del Sur
34. Anthony T. Cabando	Driver	Bayugan City
35. Joshua R. Maata	Driver	Bislig City
36. Joey Norberte	Driver	Butuan City
37. Roy Ave	Driver	Cabadbaran City
38. Albert Plaza	Driver	Surigao City
39. Rolly Rosales	Driver	Surigao Del Norte
40. Charleville M. Magsalay	Driver	Surigao del Sur
41. Michael Noval	Driver	Tandag City
12 Schools Division Superintendent		
42. Jeanie L. Mativo	SDS	Agusan del Norte
43. Josita B. Carmen	SDS	Agusan del Sur
44. Ma. Teresa M. Real	SDS	Bayugan City
45. Gemma A. De Paz	SDS	Bislig City
46. Minerva T. Albis	SDS	Butuan City
47. Imelda N. Sabornido	SDS	Cabadbaran City
48. Florence E. Almaden	SDS	Dinagat
49. Manuel O. Caberte	SDS	Siargao
50. Marilou B. Dedumo	SDS	Surigao City
51. Karen L. Galanida	SDS	Surigao Del Norte
52. Lorenzo O. Macasocol	SDS	Surigao del Sur
53. Gregoria T. Su	SDS	Tandag City

Total: 53

24th National Consultative Conference
Technical Working Committee Composition and Terms of Reference
 Lope A. Asis Memorial Gymnasium Bayugan City
 March 18-20, 2025

Program Management Team

Chairperson : **KIRK A. ASIS**
 City Mayor, Bayugan City

Vice Chairperson : **MARIA INES C. ASUNCION**
 Regional Director

Members : **PEDRO T. ESCOBARTE, JR. PhD, CESO V**
 Asst. Regional Director

: **MA. TERESA M. REAL**
 Schools Division Superintendent

: **CORAZON P. ROA, CESE**
 Asst. Schools Division Superintendent

: **BERNABE L. LINOG**
 Chief, CLMD

: **IMEE R. VICARIATO**
 Chief, CID

: **WILSON C. CALVO**
 Chief, SGOD

: **JOSEPHINE CHONIE M. OBSEÑARES**
 EPS, RO ALS Focal Person

: **JERRY P. SALINO**
 EPS, Div. ALS Focal Person

Areas of Concerns	Chairperson	Member/s	Functions
1. Communication, Program, and Invitation Committee	Geraldine Vergas EPS, English-Bayugan City	Jerry P. Salino EPS, ALS Focal-Host Wendel C. Federicos Asst. School Principal SDO Journalism staff	• Prepare and process all communications • Prepare and distribute copies of the approved conference program • Prepare formal invitation letters to identified guests and partners outside of the Department of Education (DepEd)
2. Supplies & Materials/ Distribution Committee	Clarisa R. Toribio EPS II, BAE NatConCon Focal Person	BAE Staff Jerry P. Salino EPS, ALS Focal-Bayugan Retchie C. Cordera EPSA-Bayugan City DRIVER-DepEd Bayugan 6 ALS Teachers-BAY	• Manage the procurement process and distribution of materials to all participants • Responsible for facilitating the transportation of materials to and from the venue.

3. Food & Sanitation Protocol	EPS, HE/TVL Bayugan City Division	Hotel Management Division ALS Focal Person SDO Staff-LGU Bayugan City ALS Focal Person EPSA Surigao del Norte	• Prepare the food menu • Check the daily menu • Monitoring food service to prevent shortages • Following up on any dietary accommodation requests (<i>Halal food requirements for Muslim participants & those with medical diet restrictions</i>) • Check the availability of free-flowing coffee, and water dispenser/ station • Ensure food quality and maintain sanitation standards of the catering services.
4. Health Monitoring and Wellness Committee	SDO Nurse	Mary Grace C. Diamante Nurse II-BAY Other SDO Clinic Staff Bayugan Medic Team	• Ensure the availability of medical team during the activity • Designate accessible locations for first aid stations/medical area
5. Hospitality and Transport Committee	12 Division ALS Focal Persons	12 Division Drivers	SDO Van- Shuttle-Coaster • Responsible for coordinating the arrival and departure of participants, guests, and resource persons, including transportation arrangements. *Prepare the guest list *Coordinate with conference guests in collaboration with regional focal persons and their respective protocol officers and ensure guests' billeting arrival and departure
❖ Arrival and Departure Logistics			
❖ Token and Transportation preparation committee	12 Division ALS Focal Persons		• Select appropriate tokens for all participants • Package and distribute tokens efficiently
6. Exhibit and Product Showcase Committee CONTEST	SDO Bayugan Display In charge	12 Division ALS Focal Persons	• Responsible for organizing and managing the display of ALS learners' livelihood products, including those from BJMP learners and ensures proper setup, presentation, and promotion of the showcased items.

7. Venue and Accommodation Committee	SDO Bayugan L & A Hotel- BAE Jerry P. Salino EPS, ALS Focal- Bayugan City Josephine Chonie M. Obsenares EPS, RO ALS Focal	Hotel Management SDO Bayugan Staff 12 SDO Focal Persons	• Coordinate with the hotel to prepare the rooming assignment list for participants. • Follow up with the hotel for the preparations of supplies and materials for decorations, sound system, conditioned microphone, LCD projector, internet connectivity, and laptop setup. • Coordinate the arrangement of tables and chairs, including RO labeling and seating plans, and oversee the posting of signages and tarpaulins in designated areas. • Confirm the availability of hotline public safety numbers and identify appropriate parking areas for guests.
8. Public Information, Media Assistance, & Event Documentation Committee	Pedro A. Tecson AO V, PAU	Geraldine Vergas EPS, English SDO Journalists Student Journalist	• Prepare an immediate press release or newsletter covering the activity. • Provide relevant information to the program management committee. • Document the event through photos and video clips. • Respond to media inquiries related to the activity. • Prepare a narrative report on the activity.
9. Secretariate (Attendance)	Marie Fe C. Dultra EPS, ALS Focal-CBR	Retchie C. Cordera EPSA-Bayugan City 2 ALS Teachers Bayugan City	• Oversee the completion of attendance and registration records. • Capture photos of daily food deliveries and service presentation. • Prepare Certificates of Appearance and Participation for official participants.

Minutes taker of the Conference	Josephine Chonie M. Obsenares EPS, RO ALS Focal	Wendel Federicos Asst. School Principal II-Fili NHS Rachel S. Cassion EPSA, Butuan City	- Record and summarize key discussions, resolutions, and agreements. - Prepare and finalize the official minutes of the conference. - Document the proceedings, including photos, attendance, and significant insights. - Ensure that the narrative report aligns with the objectives and outcomes of the activity.
10. Traffic, Security, and Peace and Order Committee	Local PNP or LGU Public Safety Office	LGU Traffic Enforcers Representatives from PNP	- Identify and designate appropriate parking areas for participants, guests, and VIPs. Ensure the safety and security of all attendees during the event. - Coordinating with security personnel or local authorities for traffic/ peace and order management.
11. Hall Preparation	SDO Bayugan City	Local LGU TWG SDO Bayugan Jerry P. Salino EPS, ALS Focal-Bayugan Retchie C. Cordera EPSA-Bayugan City SDO Bayugan	Ensure that the event venue is well-organized, properly set up, and conducive to the needs of the participants and guests.

**24th National Consultative Conference for Regional Alternative Learning
System (ALS) Focal Persons and Select DepEd Officials
PROGRAM OF ACTIVITIES**

Host	CARAGA	
Date	March 18-20, 2025	
Venue	Lope A. Asis Memorial Gymnasium Bayugan City	
TIME	ACTIVITY	FACILITATOR
Day 1: March 18, 2025		
8:00am – 12:00nn	Arrival, Registration and Billeting of Participants	
12:00nn – 1:00pm	Break	Lunch
		Conference Venue
1:00pm – 2:00pm	Part I Opening Program	
	National Anthem Invocation Bayugan March Caraga March	Bayugan National Comprehensive High School Choir
	DepEd Quality Policy Statement	AVP
	Opening Salvo	Bayugan National Comprehensive High School Dance Troup
	Acknowledgment of Participants	JOSEPHINE CHONIE M. OBSENARES EPS, RO ALS Focal Person
	Welcome Message	HON. KIRK A. ASIS City Mayor, Bayugan City
		MARIA INES C. ASUNCION Regional Director
	Statement of Purpose	MARILETTE R. ALMAYDA Director IV Bureau of Alternative Education
	Assistant Secretary's Hour	JEROME T. BUENVIAJE Asst. Secretary for Curriculum and Teaching
	Photo Opportunity	
2:00pm – 4:00pm	Conference Proper Part II	BAE
	Call to Order	MARILETTE R. ALMAYDA Director IV Bureau of Alternative Education
	Reading and Approval of the Minutes of the 23rd National Consultative Conference	
	Discussion on Business Arising	
	Approval of the Agenda	
	Meeting Proper	
4:00pm-5:00pm	Plenary Session 1 SHS Voucher Program for ALS Learners	Government Assistance and Subsidy Office
5:00pm-6:00pm	Dinner	

6:30pm (Assembly Time)	Welcome & Fellowship Night	
Day 2: March 19, 2025 Conference Proper		
6:30am-8:00am	Breakfast	Conference Venue
8:00am –8:30am	Management of Learning	BAE Staff
8:30am – 10:30am	Plenary Session 2 DepEd Memo No.070, s.2023 (Issues and concerns in payment of TTA)	BAE Policy Quality Assurance Division (PQAD)
10:30am –12:00nn	Plenary Session 3 Budget Utilization Rate (BUR) Presentation	Education Program Management Office
12:01nn –1:00pm	Lunch Break	
1:00pm-4:30pm	Breakout Session Rm 1 UNICEF Country Programs for Children (CPS 9)	UNICEF Specialist
4:30pm-7:00pm	Micro-Certification in ALS Open forum	Jomar P. Allam SvEPS, PMSDD
1:00pm-7:00pm	Breakout Session Rm2 Consultation Meeting on Governance Structure and Career Progression Open Forum -Regional ALS Focal Persons -Selected Accountant/ Budget Officer	BAE Staff
5:00pm-6:00pm	Open forum	
6:00pm – 7:00pm	Dinner	
Day 3: March 20, 2025 Conference Proper		
6:30am-8:00am	Breakfast	Conference Venue
8:00am –8:30am	Management of Learning	BAE Staff
8:30am – 10:30am	Plenary Session 4 Quality Basic Education Development Plan (QBEDP) and Philippine Institute for Development Studies	Ronald U. Mendoza, PhD Undersecretary for Strategic Management
10:30am-12:00nn	Plenary Session 5 --Strategic Management Plans --Approved StartMa Programs & Projects	Roger B. Masapol Assistant Secretary for Strategic Management
12:00nn- 1:00pm	Lunch Break	
1:00pm – 3:30pm	Plenary Session 6 Common Problem and Solutions in the ALS LIS, Ticketing system of the LIS and Report, and Escalation Process	Information and Communication Technology Service (ICTS)
3:30pm – 5:00pm	Plenary Session 7 Education Management Information System (EMIS) of Department of Education	Educ. Management Information System Division
5:00pm-6:00pm	Plenary Session 8 BAE Updates --Program Management and System	BAE Staff

	Development Division (PMSDD) --Policy and Quality Assurance Division (PQAD)	
6:00pm-7:00pm	Closing Program Nationalistic Song Prayer Ways Forward and Reminder	AVP
	Acknowledgment	BAE JOSEPHINE CHONIE M. OBSENARES EPS, RO ALS Focal Person
	Turn Over of the NEXT Conference Hosting	BAE Program Management Team
	Closing Message	MARILETTE R. ALMAYDA Director IV Bureau of Alternative Education
	Dinner	



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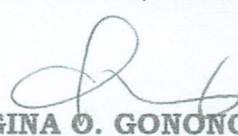
Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM

DM-CT-2025- 051

TO : REGIONAL DIRECTORS
MINISTER, MBHTE – BARMM

FROM : 
GINA O. GONONG
Undersecretary

SUBJECT : CONDUCT OF THE 24th NATIONAL CONSULTATIVE
CONFERENCE FOR REGIONAL ALTERNATIVE
LEARNING SYSTEM (ALS) FOCAL PERSONS AND
SELECT DEPED OFFICIALS

DATE : February 26, 2025

The Bureau of Alternative Education (BAE) is scheduled to conduct the 24th National Consultative Conference for Regional Alternative Learning System (ALS) Focal Persons and Select DepEd Official from March 18 to 21, 2025 in Caraga Region. Specific venue will be announced in a separate issuance.

Participants in the said conference are All Regional Focal Persons, Select Division ALS Focal Persons, and Select Region/Division Planning and Accountant/Budget Officers. Please see **Attachment 1** for the number of participants per region and **Attachment 2** for the Indicative Program of Activities.

The said activity aims to tackle the following:

1. Senior High School Voucher for ALS Learners;
2. Guidelines on the provision of transportation and teaching aid allowance;
3. Education Management Systems of Department of Education;
4. Common Problem and Solutions in the ALS LIS;
5. Budget Utilization Rate (BUR); and
6. BAE FY 2025 Programs and Projects

Further, **Ms. Josephine Chonie Obsenares**, ALS Focal Person of DepEd-Caraga, is requested to assign at least two (2) documenters during the conference. They are expected to submit the minutes of the meeting to BAE on or before April 25, 2025.

Board and lodging of the participants will be charged to Fiscal Year 2025 ALS FLO Funds (AC-25-BAE-PMSDD-FLO-2-038). However, the travel and other incidental expenses of the participants will be charged to the funds comprehensively downloaded to the Regional Offices per DM-CT-2025-039 titled "Fiscal Year 2025



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Republic of the Philippines

Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

Alternative Learning System Funds Directly Released to the Regional Offices", and will be reimbursed upon submission of the travel documents, subject to the usual accounting and auditing rules and regulations.

For queries or clarifications, please contact **Ms. Clarisa R. Toribio**, *Education Program Specialist II* of BAE-Office of the Director (OD) through email at bae.od@deped.gov.ph.

Immediate dissemination of this Memorandum is directed.

Copy furnished:

MALCOLM S. GARMA

Assistant Secretary

Officer-in-Charge

Office of the Undersecretary for Operations



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Republic of the Philippines

Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

Attachment 1 of **DM-CT-2025-051**

List of Participants per Region

Region	Regional ALS Focal Persons	Division ALS Focal Persons	Regional/Division Planning Officer	Regional/Division Accountant/Budget officer	Total
I	1	3	5	5	14
II	1	3	5	5	14
III	1	3	5	5	14
CALABARZON	1	3	5	5	14
MIMAROPA	1	3	5	5	14
V	1	3	5	5	14
VI	1	3	5	5	14
VII	1	3	5	5	14
VIII	1	3	5	5	14
IX	1	3	5	5	14
X	1	3	5	5	14
XI	1	3	5	5	14
XII	1	3	5	5	14
CARAGA	1 + 2 documenters	3	5	5	16
CAR	1	3	5	5	14
NCR	1	3	5	5	14
BARMM	1	3	2	2	8



Republic of the Philippines
Department of Education
BUREAU OF ALTERNATIVE EDUCATION

**DM-CT-2025-051 | 24th National Consultative Conference for Regional
ALS Focal Persons and Select DepEd Officials**

ADMINISTRATIVE NOTE

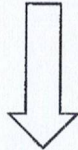
March 7, 2025

	Reminders				
VENUE	Bayugan City, Caraga Region				
DATE	March 18 – 21, 2025 (inclusive of travel time) Check-in : March 18, 2025, 2:00pm Check-out : March 21, 2025, 12:00noon				
MEALS	MEALS	March 18, 2025 (Tuesday)	March 19, 2025 (Wednesday)	March 20, 2025 (Thursday)	March 21, 2025 (Friday)
	Breakfast	✓	✓	✓	✓
	AM Snacks	✓	✓	✓	
	Lunch	✓	✓	✓	
	PM Snacks	✓	✓	✓	
	Dinner	✓	✓	✓	

MARILETTE R. ALMAYDA
Director IV
Bureau of Alternative Education

INDICATIVE PROGRAM OF ACTIVITIES

Time of activity : *National Consultative Conference for Regional ALS Focal Person and Select DepEd Officials*
 Venue : *Region Caraga, March 18-20, 2025*

Time	Day 1 March 18, 2025 (Tuesday)	Day 2 March 19, 2025 (Wednesday)	Day 3 March 20, 2025 (Thursday)
8:00am - 8:30am	Travel time 	Management of Learning	
8:30am - 9:00am		Management of Learning	
9:00am - 10:00am		o Plenary Session 2 <i>DepEd Memo No. 070, s. 2023 (Issues and Concerns in payment of TTA)</i> <i>by: BAE Policy Quality Assurance Division (PQAD)</i>	o Plenary Session 4 <i>Quality Basic Education Development Plan (QBEDP)</i> <i>and Philippine Institute for Development Studies</i> <i>by: Ronald U. Mendoza, PhD</i> <i>Undersecretary for Strategic Management</i>
10:00am - 10:30am		o Plenary Session 3 <i>Budget Utilization Rate (BUR) Presentation</i> <i>by: Education Programs Management Office</i>	o Plenary Session 5 - Strategic Management Plans - Approved StartMa Programs & Projects <i>by: Roger B. Masapol</i> <i>Assistant Secretary for Strategic Management</i>
10:30am - 11:00am			
11:00am - 12:00nn	Registration and billeting of participants		
12:00 nn-1:00pm	Lunch break		
1:00pm - 2:00pm	Part I Opening Program National Anthem Prayer Quality Policy Statement Welcome Message Assistant Secretary's Hour Statement of Purpose Inspirational Message	o Break-out Session UNICEF Country Programs for Children (CPS 9) <i>by: Unicef Specialist</i>	o Plenary Session 6 Common Problem and Solutions in the ALS LIS, Ticketing System of the LIS and Report, and Escalation Process <i>by: Information and Comm. Tech. Service (ICTS)</i>
2:00pm - 3:30pm		Consultation Meeting on Governance Structure and Career Progression - Regional ALS Focal Persons - Selected Accountant/Budget Officer	
3:30pm - 4:30pm			o Plenary Session 7 Education Management Information Systems of Department of Education <i>by: Educ. Management Information System Div.</i>
4:30pm - 5:00pm	Part II Reading and approval of the 23rd minutes of the meeting	Micro-Certification in ALS <i>by: Jomar P. Allam</i> <i>SvEPS, PMSDD</i>	
5:00pm - 6:00pm	o Plenary Session 1 <i>SHS Voucher Program for ALS Learners</i> <i>by: Government Assistance and Subsidy Office</i>		o Plenary Session 8 BAE Updates - Program Management and System Development Division (PMSDD) - Policy and Quality Assurance Division (PQAD)
6:00pm - 7:00pm		Open Forum	o Closing Program o Wrap-up
	Dinner		