



Republic of the Philippines
Department of Education
CARAGA REGION

OCTOBER 21, 2025

REGIONAL MEMORANDUM
CLMD – 2025 – 1122

To: Schools Division Superintendent) Division of Bayugan City
All Others Concerned

**ATTENDANCE AT THE WORKSHOP ON THE FINALIZATION OF PROPOSED
POLICY GUIDELINES ON THE ESTABLISHMENT OF LEARNING
ENVIRONMENT IN ALTERNATIVE LEARNING SYSTEM**

1. As stipulated in DepEd Memorandum DM-LS-2025-103, the Department of Education-Bureau of Alternative Education (DepEd-BAE) will conduct the Workshop on the Finalization of Proposed Policy Guidelines on the Establishment of Learning Environment in Alternative Learning System on November 5-7, 2025, at Tanza Oasis Hotel and Resort, Antero Soriano Highway, Capipisa E, Km 41, Tanza, Cavite.
2. The following participants are required to bring their laptop, extension cord, and any relevant reading materials to the workshop.

Name	Office	Position
Jerry P. Salino	SDO- Bayugan City	Div. ALS Focal Person
Josephine Chonie M. Obsenares	Regional Office	RO ALS Focal Person

3. Travel expenses, including airfare, per diem, and other incidental costs, will be charged to the FLO-ALS PSF, which is directly released to the Regional Office and subsequently downloaded to the respective SDOs, subject to the standard accounting and auditing rules and regulations.
4. For further details, please refer to the attached Memorandum.
5. For inquiries, please contact Josephine Chonie M. Obseñares, EPS, Regional ALS Focal Person at josephinechonie.obsenares@deped.gov.ph.
6. Immediate dissemination of this Memorandum is desired.

MARIA INES C. ASUNCION
Director IV
Regional Director

Encls.: As stated
Reference: Memorandum (DM-LS-2025-103)
Administrative Note
To be indicated in the Perpetual Index
under the following subjects:



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



2025-10-18507



ALTERNATIVE LEARNING SYSTEM

POLICY

WORKSHOP

CLMD/jcmo
10/19/2025



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



2025-10-18507





Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

MEMORANDUM
DM-LS-2025- 103

TO : **REGIONAL DIRECTORS**
REGIONAL ALS FOCAL PERSONS

Carmela C. Oracion
FROM : **CARMELA C. ORACION**
Assistant Secretary
Officer-in-Charge
Office of the Undersecretary for Learning Systems ✓

SUBJECT : **ATTENDANCE AT THE WORKSHOP ON THE FINALIZATION OF PROPOSED POLICY GUIDELINES ON THE ESTABLISHMENT OF LEARNING ENVIRONMENT IN ALTERNATIVE LEARNING SYSTEM**

DATE : September 29, 2025

The Bureau of Alternative Education – Policy and Quality Assurance Division (BAE- PQAD) will conduct the *Workshop on the Finalization of Proposed Policy Guidelines on the Establishment of Learning Environment in Alternative Learning System* on **November 05-07, 2025** within Region IV-A (CALABARZON). The exact venue will be announced through an administrative note.

The activity aims to finalize the aforementioned draft policy through consultation.

For confirmation of attendance and administrative preparation, participants to be identified by the Regional Office (*see Attachment No. 1 for allocation per region*) are requested to **accomplish the online registration form on or before October 30, 2025**, through this link <https://tinyurl.com/BAEcic2>. All participants are also requested to bring their laptops and extension cords. Please refer to Attachment No. 2 for a copy of the Indicative Program of Activities.

The travel expenses, airfare, per diem, and other miscellaneous expenses of participants shall be charged against the funds directly released to the Regional Offices subject to the usual accounting and auditing rules and regulations.

Should there be clarifications and/or queries, you may contact Michelle C. Mejia, Senior Education Program Specialist of BAE-PQAD, via email at michelle.mejia01@deped.gov.ph.

Thank you very much.

Copy furnished:

MALCOLM S. GARMA
Undersecretary for Operations



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
Direct Line: (632) 8633-7202/8687-4146 E-mail: ouct@deped.gov.ph





Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

Attachment No. 2 to DM-LS-2025- 103

INDICATIVE PROGRAM OF ACTIVITIES

**Workshop on the Finalization of the Proposed Policy Guidelines on the
Establishment of Alternative Learning System (ALS) Learning Environment**
November 05-07, 2025, Region IV-A (CALABARZON)

Time	Day 1	Day 2	Day 3
08:00-08:30 am	Arrival and Registration	MOL	MOL
08:30-09:00 am		Cont. Provision of inputs to the draft policy	Cont. Revision of the draft policy based on the presentation
09:00-10:00 am			Presentation of the revised draft
10:00-11:00 am			
11:00-12:00 am	Opening Program/ Groupings		
12:00-01:00 pm	Lunch	Lunch	Lunch
01:00-02:00 pm	Presentation of problem tree and overview of the draft policy	Presentation of outputs	Closing Program
02:00-03:00 pm	Provision of inputs to the draft policy		
03:00-03:15 pm	Break	Break	
03:00-04:00 pm	Cont. Provision of inputs to the draft policy	Revision of the draft policy based on the presentation	
04:00-04:45 pm			
04:45-05:00 pm	Wrap-up	Wrap-up	
Officer of the Day	Michelle Bautista	Michelle Mejia	Judy Mendoza

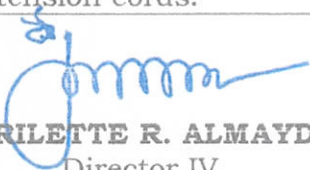


Republic of the Philippines
Department of Education
BUREAU OF ALTERNATIVE EDUCATION

**DM-LS-2025-103 | Attendance at the Workshop on the Finalization of
Proposed Policy Guidelines on the Establishment of Learning Environment
in Alternative Learning System**

ADMINISTRATIVE NOTE

Venue	Tanza Oasis Hotel and Resort, Antero Soriano Highway, Capipisa E, Km 41, Tanza, Cavite																											
Date of Conduct	November 05-07, 2025																											
Registration and Accommodation	1. Registration will start at 08:00 am on November 05, 2025. 2. Opening Program will start at 11:00 a.m on November 05, 2025. 3. The standard hotel check-in time is at 02:00 p.m. on November 05, 2025, and the standard check-out time is at 12:00 noon on November 07, 2025. 4. Participants will only be accommodated on the duration of the activity.																											
Dress Code	Smart Casual Attire																											
Meals	<table><tr><th>Meals</th><th>Nov. 05</th><th>Nov. 06</th><th>Nov. 07</th></tr><tr><td>Breakfast</td><td></td><td>/</td><td>/</td></tr><tr><td>AM Snacks</td><td>/</td><td>/</td><td>/</td></tr><tr><td>Lunch</td><td>/</td><td>/</td><td>/</td></tr><tr><td>PM Snacks</td><td>/</td><td>/</td><td>/</td></tr><tr><td>Dinner</td><td>/</td><td>/</td><td></td></tr></table>	Meals	Nov. 05	Nov. 06	Nov. 07	Breakfast		/	/	AM Snacks	/	/	/	Lunch	/	/	/	PM Snacks	/	/	/	Dinner	/	/				
Meals	Nov. 05	Nov. 06	Nov. 07																									
Breakfast		/	/																									
AM Snacks	/	/	/																									
Lunch	/	/	/																									
PM Snacks	/	/	/																									
Dinner	/	/																										
Other Reminders	1. For confirmation of attendance and administrative preparation, identified participants are requested to accomplish the online registration form on or before October 27, 2025 through this link/QR code: https://tinyurl.com/BAEclc2  2. In the event that the identified participants are unable to attend the workshop, a replacement may be sent, provided that it is supported by an official endorsement letter. 3. All participants are also requested to bring laptops and extension cords.																											


MARILETTE R. ALMAYDA
Director IV
Bureau of Alternative Education