



Republic of the Philippines
Department of Education
CARAGA REGION



May 10, 2023

REGIONAL MEMORANDUM

No. 0877, s. 2023

To: SCHOOLS DIVISION SUPERINTENDENTS OF BUTUAN CITY
AND AGUSAN DEL NORTE DIVISIONS
This Region

GRASSROOTS CONSULTATION FOR THE NATIONAL MIDTERM
REVIEW 2023 OF THE SUSTAINABLE DEVELOPMENT
GOALS 4

1. Attached is Unnumbered Memorandum dated May 5, 2023 signed by Roger B. Masapol, Director IV, Planning Service, re: Grassroots Consultation for the National Midterm Review 2023 of the Sustainable Development Goals 4.
2. The grassroot consultations shall be conducted in the selected public elementary and secondary schools of different typologies to gather inputs of school-level stakeholders including learners, parents/legal guardian, teachers, school heads, and officials from the Local Government Unit (LGU) relative to the performance of Sustainable Development Goals.
3. Concerned Schools Division Offices shall designate a focal person for the grassroots consultation preferably the Senior Education Program Specialist (SEPS) for SMME Unit.
4. Further details and information are provided in the attached Memorandum.
5. For your appropriate action.


MA. GEMMA MERCADO LEDESMA
Regional Director

Encl/s.: As stated

Reference/s: Unnumbered Memorandum dated May 5, 2023

To be indicated in the Perpetual Index
under the following subjects:

CONSULTATION LEARNERS MIDTERM REVIEW SCHOOL

PPR/djfm
05/10/2023



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Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY

MEMORANDUM

TO : REGIONAL DIRECTORS
DepEd Regional Office II, IV-A, IV-B, NCR, VII, VIII, X, and CARAGA

ATTN : SCHOOLS DIVISION SUPERINTENDENTS
Schools Division Offices of Nueva Vizcaya, Batangas, Oriental Mindoro, Pasig City, Pasay City, Negros Oriental, Dumaguete City, Southern Leyte, Misamis Oriental, Malaybalay City, Agusan del Norte, and Butuan City

FROM : ROGER B. MASAPOL
Director IV, Planning Service

SUBJECT : GRASSROOTS CONSULTATION FOR THE NATIONAL MIDTERM REVIEW 2023 OF THE SUSTAINABLE DEVELOPMENT GOALS 4

DATE : MAY 5, 2023

The United Nations Educational, Scientific and Cultural Organization (UNESCO) invited its Member States to conduct a Midterm Progress Review on SDG 4 and prepare a National Midterm Review (NMR) Report. The NMR Report aims to document the progress achieved towards the Sustainable Development Goal (SDG) 4 targets; experiences in implementing relevant and appropriate strategies; lessons learned; and emerging issues and challenges, as well as inform the development of strategies to accelerate progress towards achieving SDG 4 and future policy dialogue. The Philippines, through the Department of Education and other education-related agencies, commits to participate in the conduct of NMR process.

In relation thereto, a grassroot consultations shall be conducted in select public and private elementary and secondary schools of different typologies to gather inputs of school-level stakeholders including learners, parents/legal guardians, teachers, school heads, and officials from the Local Government Unit (LGU) relative to performance in SDG. Specifically, the grassroot consultations aims to:

- Validate the initial findings of the desk review;
- Gather more inputs such as interventions and reasons for the performance in SDG 4; and
- Document the challenges, aspirations, and commitments relative to the SDG 4 indicators and targets.

The consultation shall be led by the National SDG 4 Midterm Review Working Committee composed of Planning Service (PS) and External Partnerships Service (EPS) which was created to provide overall leadership, guidance, and strategic directions in the conduct of the national consultations and other processes and activities leading up to the drafting of the National Report. A team will be assigned to conduct the consultation through focus group discussions (FGDs) and key informant interview (KIIs). The team assigned for each SDO shall be responsible for coordinating the details such as the target respondents, itinerary, activity venue, and other technical and administrative details.

The participating School Division Offices (SDOs) and schools, indicative schedule, target participants, and indicative program of activities are accessible through this link: <https://tinyurl.com/NMR-Grassroot-Consultation> for reference. In relation to the above-mentioned consultations, the following are requested from the selected SDOs:

1. Disseminate this memorandum to target public and private schools (see Annex 1);
2. Identify and coordinate the details and requirements on the target participants;
3. For select SDOs, in case the target school will not be feasible for the FGD, the SDO to assist in identifying alternate school of similar characteristics;
4. Assist the Central Office facilitators in identifying the venue of the FGD at the target SDOs, schools/learning centers and communities;
5. Assist in finalizing the itinerary and other administrative arrangement for the activity, including looking for lodging;
6. Coordinate with the Municipal/City Official in charge of Education or the Municipal/City Planning and Development Office; and
7. Designate a focal person in the SDO for the grassroot consultation preferably the Senior Education Program Specialist (SEPS) for SMME Unit; and
8. The SEPS for SMME Unit are encouraged to join the focus group discussion, if available.

Additionally, the public and private schools specified are further requested to:

1. Invite identified stakeholders to the FGD. A sample letter for parents/legal and guardians are also provided in the activity Google drive;
2. Secure the parent/legal guardian's confirmation slip and permission for child's participation in the FGD. The forms are attached to the invitation letters;
3. With their SDO, identify and coordinate for the venue of the FGDs at the target SDOs, schools/learning centers and communities;
4. Ensure that the schedule of the FGD with learners and teachers will not disrupt the classes.

Traveling expenses of the DepEd participants will be charged against local funds, subject to the usual accounting and auditing rules and regulations.

To discuss further the details of the activity, **the SDOs are requested to send representatives to a virtual orientation/coordination meeting on May 11, 2023, Thursday, from 10:00 am to 12:00 pm.** Kindly accomplish the confirmation form to get the meeting link not later than 05:00 pm of May 10, 2023, Wednesday through this link: <https://tinyurl.com/NMR-Orientation>.

For further clarifications, kindly contact the Planning Service - Office of the Director through email address ps.od@deped.gov.ph and/or telephone no. **(02) 8687-2744**.

For your appropriate action.

Annexes

- 1 – List of Target SDOs and School
- 2 – Indicative schedule
- 3 – Number of Participants per Target SDOs and Schools
- 4 – Indicative Program
- 5 – Selection Criteria of Target Respondents
- 6 – Sample Invitation Letter for Local Government Unit
- 7 – Sample Invitation Letter to Parents/Guardians
- 8 – Sample Invitation Letter for Child's Participation
- 9 - Sample Invitation Letter for Adult Learner's Participation

Annex 1
List of Target SDOs and Schools

Region & SDO	Category	School / Learning Center	ID	Address
Region II: Nueva Vizcaya	Public - Remote/Disadvantaged schools	Palayan Elementary School	103940	Kinalabasa, Baretbet, Bagabag, Nueva Vizcaya
	IPED	Bagabag National High School	300619	Bagumbayan, San Pedro, Bagabag, Nueva Vizcaya
Region IV – A: Batangas	ALS	R. Venturanza Central School	107389	Valenzuela St., Wawa Ilaya, Lemery, Batangas
	Private School	Saint Mary's Educational Institute, Inc.	401595	Ilustre Avenue, Poblacion, District III, Lemery, Batangas
Region IV – B: Oriental Mindoro	*SDO to identify two (2) schools (1 elementary and 1 JHS) that implement IPED with 100% IP learners (or at least majority are IP learners)			
National Capital Region: Pasig City	Public – National Highest Enrollment in Elementary	Nagpayong Elementary School	136718	Molave St. Nagpayong, Pinagbuhatan, Pasig City
National Capital Region: Pasay City	SNED/ALS	Philippine National School for the Blind	500328	Galvez Avenue, corner Figueroa Street, Pasay City
Region VII: Negros	Public - Remote	Bagtic Elementary School	120313	Bagtic, La Libertad, Negros

Region & SDO	Category	School / Learning Center	ID	Address
Oriental	school			Oriental
	Technical-Vocational/ Has the most enrolled Learner with Disabilities	La Libertad Technical- Vocational School	303243	South Poblacion, Poblacion, La Libertad, Negros Oriental
Region VII: Dumaguete City	SNED	West City Elementary School Exceptional Child Learning Center	119940	Cervantes St., Taclobo, Dumaguete City, Negros Oriental
	Open High School Program (OHSP) Balik-sa-Paaralan Out of School Adults (BP- OSA) SPED Center Special Program in the Arts (SPA)	Dumaguete City National High School	303168	Calindagan, Dumaguete City, Negros Oriental
Region VIII: Southern Leyte	Public - ALS	Anahawan Central Elementary School	122065	Poblacion, Anahawan, Southern Leyte
	Public - SHS offering ALS	Anahawan National Vocational High School	303444	Anagusan, Anahawan, Southern Leyte
Region X – Misamis Oriental	Public - Remote	Tagpaco Elementary School	127696	Sitio Tagpaco, Sinalac, Initao, Misamis Oriental
	Public - Remote	Initao National Comprehensive High School	304072	Bagares Poblacion, Initao, Misamis Oriental

Region & SDO	Category	School / Learning Center	ID	Address
Region X – Malaybalay City	IPED/ALS	Kalasungay Central School	126582	Purok 2, Kalasungay, Malaybalay City, Bukidnon
	Public	Manalog Integrated School	501854	Manalog, Malaybalay City, Bukidnon
	Public -SHS	Luyungan HS	300507	Purok 1 Nasuli, Bangcud, Malaybalay City, Bukidnon
Region XIII CARAGA: Agusan del Norte	Public - Remote	F.S. Omayana Elementary School	500313	P-4A, Alubihid 8601 Buenavista, Agusan del Norte
	Public -SHS	Las Nieves National High School	304689	Poblacion, Las Nieves
Region XIII CARAGA: Butuan City	Public - Remote/Disadvantaged schools	Cabcabon National High School	305835	P-1, Cabcabon, Butuan City
	ALS	Butuan Central Elementary School	132023	A.D. Curato Street, Butuan City, Agusan del Norte

Annex 2
Indicative Schedule

Target Region	Target Schools Division	School/ Learning Center	Indicative Schedule
Region II	Nueva Vizcaya	Palayan Elementary School	May 15 - 19, 2023
		Bagabag National High School	
Region IV – A	Batangas	R. Venturanza Central School	May 22 - 26, 2023
		Saint Mary's Educational Institute, Inc.	
Region IV – B	Oriental Mindoro	To be identified	May 15 - 19, 2023
National Capital Region	Pasig City	Nagpayong Elementary School	May 15 - 31, 2023
	Pasay City	Philippine National School for the Blind	
Region VII	Negros Oriental	Bagtic Elementary School	May 15 - 19, 2023
		La Libertad Technical-Vocational School	
	Dumaguete City	West City Elementary School Exceptional Child Learning Center	
Region VIII	Southern Leyte	Anahawan Central Elementary School	May 22 - 26, 2023
		Anahawan National Vocational High School	
Region X	Misamis Oriental	Tagpaco Elementary School	May 22 - 26, 2023
		Initao National Comprehensive High School	
	Malaybalay City	Kalasungay Central School	
Region XIII	Agusan del Norte	Manalog Integrated School	May 22 - 26, 2023
		F.S. Omayana Elementary School	
	Butuan City	Las Nieves National High School	
		Cabcabon National High School	
		Butuan Central Elementary School	

Annex 3
Number of Participants per Target SDOs and Schools

Target Region	Target Schools Division	Target School/Learning Center	Criteria of School	No. of Participants (Maximum)				
				School Head/ ALS District Coordinator	Teachers/ ALS Teacher	Learners/ ALS Learner	Parents/ Legal Guardians	Local Governme nt Unit
Region II	Nueva Vizcaya	Palayan Elementary School		1	5	5 (K to G3)	5	1
		Bagabag National High School		1	5	5 (SHS)	5	
Region IV - A	Batangas	R. Venturanza Central School		1	5	5 (ALS)	5	1
		Saint Mary's Educational Institute, Inc.		1	5	5 (JHS)	5	
Region IV - B	Oriental Mindoro	*SDO to identify two (2) schools (1 elementary and 1 JHS) that implement IPED with 100% IP learners (or at least majority are IP learners)		2	10	10 (G4 to G6, 5 JHS)	10	1
		Nagpayong Elementary School		1	5	5 (K to G3)	5	1
National Capital Region	Pasig City	Philippine National School for the Blind		1	5	5 (K to G3)	5	1
	Pasay City	Bagtic Elementary School		1	5	5 (5 SHS, 5 ALS)	5	1
Region VII	Negros Oriental	La Libertad Technical-Vocational School		1	5	5 (G4 to G6)	5	1
		West City Elementary School		1	5	5 (SHS)	5	
Region	Dumaguete City	West City Elementary School		1	5	5 (K to G3)	5	1
	Southern Leyte	Exceptional Child Learning Center		1	5	5 (ALS)	5	1
		Anahawan Central Elementary School		1	5	5 (ALS)	5	1

Target Region	Target Schools Division	Target School/Learning Center	Criteria of School	No. of Participants (Maximum)				
				School Head/ ALS District Coordinator	Teachers/ ALS Teacher	Learners/ ALS Learner	Parents/ Legal Guardians	Local Governme nt Unit
VIII		Anahawan National Vocational High School		1	5	5 (JHS)	5	
	Region X	Tagpaco Elementary School		1	5	5 (G4 to G6)	5	1
		Initao National Comprehensive High School		1	5	5 (JHS)	5	
		Kalasungay Central School		1	5	5 (ALS)	5	1
		Manalog Integrated School		1	5	5 (JHS)	5	
Region XIII	Agusan del Norte	F.S. Omayana Elementary School		1	5	5 (K to G3)	5	1
		Las Nieves National High School		1	5	5 (SHS)	5	
	Butuan City	Cabcabon National High School		1	5	5 (JHS)	5	1
		Butuan Central Elementary School		1	5	5 (ALS)	5	

Annex 4**Indicative Program**

Indicative Schedule	Activity	Remarks
Day 1		
0900 - 1700	Travel to SDO	
Day 2		
0900 - 0930	Courtesy Call to SDS	
0930 - 1030	Enroute to LGU	
1030 - 1700	Courtesy Call to Mayor	
	KII in LGU	
Day 3		
0900 - 0930	Enroute to School 1	
0930 - 1700	Simultaneous FGD and KII in School 1	
Day 4		
0900 - 0930	Enroute to School 2	
0930 - 1700	Simultaneous FGD and KII in School 2	
Day 5		
0900 - 1700	Possible Spillover Travel back to Manila	

Annex 5

Selection Criteria of Target Respondents

To engage the participants, the following methods will be employed:

Participants	Composition of the Group	Method of Consultation
For schools not implementing SPED		
School head	1. School head/principal of identified schools	FGD
Group of learners (Grade levels as applicable)		
Grade 4-6 (Maximum of 5 participants)	1. 1 learner from the Student Government 2. 1 learner under special program (if applicable) 3. 1 learner under ADM (if applicable) 4. 1 learner belonging to the Indigenous People (if applicable) 5. learner from different grade levels 6. For public schools, include at least 1 CCT beneficiary and 1 SBFP beneficiary	FGD
Grade 7 – 10 (Maximum of 5 participants)	1. 1 learner from the Student Government 2. 1 learner under special program (if applicable) 3. 1 learner under ADM (if applicable) 4. 1 learner belonging to the Indigenous People 5. learner from different grade levels	FGD
Grades 11 and 12 (Maximum of 5 participants)	1. At least 1 learner from the Student Government 2. 1 learner per SHS track offered by school	FGD

	3. 1 learner belonging to the Indigenous People	
Group of selected parents/guardians (Maximum of 5 participants)	1. At least 1 parent of CCT beneficiary (for elementary level) 2. 1 parent of a learner under a special program 3. 1 parent of a learner from the Student Government 4. 1 parent of student under ADM (if applicable) or parent belonging to Indigenous People 5. 1 PTA officer 6. For public schools, include at least 1 parent of a SBFP beneficiary	FGD
Group of teachers (Maximum of 5 participants)	1. Teachers from different subject areas ensuring representation of key stages and special programs	FGD
Local Government Unit (LGU)	1. Municipal/City Local Government Operations Officer; or 2. Officer in the LGU in charge of Education	KII
SNED		
School Head	1. School head/principal of identified schools	KII
Group of teachers		
Graded (Maximum of 5 participants)	1. Teachers from different subject areas ensuring representation of key stages and special programs	FGD
Non-graded (Maximum of 5 participants)	1. One teacher per key stages (i.e. Kindergarten, primary level, transition)	FGD
Group of parents		
Graded (Maximum of 5 participants)	1. Parents of SNED learners with different special needs	FGD

Non-graded (Maximum of 5 participants)	1. Parents of SNED learners with different special needs	FGD
Learners (Maximum of 5 participants)	1. Only for the Philippine School for the Blind, learners from Grades 11 to 12	FGD
Local Government Unit (LGU)	1. Municipal/City Local Government Operations Officer; or 2. Officer in the LGU in charge of Education	KII
ALS		
ALS District Coordinator/s	1. ALS District Coordinator/s of the target division	KII
Group of ALS teachers within the same division (Combination of plantilla and literacy volunteers)	1. At least 5 ALS teachers	FGD
Group of ALS Learners (Maximum of 5 participants)	1. Learners from different ALS programs/year	FGD
Group of parents/guardians (Maximum of 5 participants)	1. Parents of learners from different ALS programs/year	FGD
Local Government Unit (LGU)	1. Municipal/City Local Government Operations Officer; or 2. Officer in the LGU in charge of Education	KII

Annex 6

Sample Invitation Letter to Local Government Unit

[insert date]

Dear Mr./Mrs. _____:

Greetings!

The United Nations Educational, Scientific and Cultural Organization (UNESCO) invited its Member States to conduct a Midterm Progress Review on SDG 4 and prepare a National Midterm Review (NMR) Report. The NMR Report aims to document the progress achieved towards the Sustainable Development Goal (SDG) 4 targets; experiences in implementing relevant and appropriate strategies; lessons learned; and emerging issues and challenges, as well as inform the development of strategies to accelerate progress towards achieving SDG 4 and future policy dialogue. The Philippines, through the Department of Education and other education-related agencies, commits to participate in the conduct of NMR process.

In relation thereto, a grassroots consultations shall be conducted in select public and private elementary and secondary schools of different typologies to gather inputs of school-level stakeholders including learners, parents/legal guardians, teachers, school heads, and officials from the Local Government Unit (LGU) relative to performance in SDG. Specifically, the grassroots consultation aims to:

- Validate the initial findings of the desk review;
- Gather more inputs such as interventions and reasons for the performance in SDG 4; and
- Document the challenges, aspirations, and commitments relative to the SDG 4 indicators and targets.

In this regard, may we respectfully invite you to a Key Informant Interview (KII) with other community members and partners. The discussion will focus on the initiatives of the Local Government Unit (LGU) to support basic education policies, as well as the challenges encountered by the LGU in implementing education-related programs. Please be assured that any information that will be given during the consultation will be kept in strict confidentiality.

To confirm your attendance, may we request you to accomplish and subsequently submit the attached Confirmation Slip to our office. For clarifications and any concerns, kindly contact **[insert contact office, focal person, and contact details of the School]**.

For clarifications and any concerns, kindly contact **[insert contact office, focal person, and contact details of the SDO]**.

We are hoping for your favorable consideration. Thank you very much!

Very truly yours,

[Name]

Schools Division Superintendent

CONSULTATION ON THE NATIONAL REPORT FOR THE NATIONAL MIDTERM REVIEW OF THE SUSTAINABLE DEVELOPMENT GOAL (SDG) 4

Key Information Interview with Local Government Unit

INTRODUCTION

You are invited to join the consultation on the status and progress of the SDG 4 Quality Education, as part of the National Midterm Review, on **[insert date]** at **[insert name of school]**. The activity is the first part of the consultation process to understand the perspectives of our education stakeholders.

The activity will be conducted through a key informant interview with one (1) participant who was selected to offer perspectives and initiatives on education services and programs. Participation in the activity is voluntary.

TOPIC OF THE ACTIVITY

The Local Government Unit official will be asked about his/her perspectives on the initiatives of the Local Government Unit (LGU) to support basic education policies, as well as the challenges encountered by the LGU in implementing education-related programs. The activity is estimated to take not more than 120 minutes or two (2) hours.

RISKS

The minimum public health standards will be observed in light of the ongoing COVID-19 public health emergency.

BENEFITS TO TAKING PART IN THE ACTIVITY

There is no personal benefit from participating in this activity. However, our learners will benefit in the future from the information from this activity.

CONFIDENTIALITY

The participant's name will not be used when data from this activity is analyzed. Also, please be assured that any information that will be given during the activity will be kept in strict confidentiality. Moreover, we request to use activity videos and photos in our documentation and advocacy/information campaigns only for the National Midterm Review of the SDG 4. Kindly be assured that said videos and photos will not be used to create materials that are degrading, victimizing, shaming, or otherwise inappropriate/illegal.

THE RIGHTS OF PARTICIPANTS

Participation in this activity is voluntary. The participant has the right to refuse to participate or to leave the activity at any time. Deciding to not participate or choosing to leave the activity will not result in any penalty or loss of benefits to which your child is entitled.

CONTACT DETAILS FOR QUESTIONS OR PROBLEMS

For any queries, please call the Planning Service - Office of the Director, at (02) 8687 2744 or email ps.od@deped.gov.ph.

**CONSULTATION ON THE NATIONAL REPORT FOR THE NATIONAL MIDTERM REVIEW OF THE
SUSTAINABLE DEVELOPMENT GOAL (SDG) 4**

LOCAL GOVERNMENT UNIT OFFICIAL'S CONFIRMATION SLIP

I, _____ (Name), hereby acknowledge that I have been informed of the details of the Key Informant Interview as part of the consultation on the status and development of the SDG 4 for the development of the National Midterm Report.

I hereby signify my intention to participate in the activity on **[Date]** at **[Name of Municipality/City and address]** and give my consent to the Department of Education to use my activity videos and photos in its documentation and information/advocacy campaigns only for the National Midterm Review of the SDG 4.

Signature:	Date:
Contact details:	

**Please bring and submit this during the KII/FGD*

Annex 7

Sample Invitation Letter to Parents/Legal Guardians

[insert date]

Mr/Mrs _____

Dear **Mr/Mrs.** _____:

Greetings!

The United Nations Educational, Scientific and Cultural Organization (UNESCO) invited its Member States to conduct a Midterm Progress Review on SDG 4 and prepare a National Midterm Review (NMR) Report. The NMR Report aims to document the progress achieved towards the Sustainable Development Goal (SDG) 4 targets; experiences in implementing relevant and appropriate strategies; lessons learned; and emerging issues and challenges, as well as inform the development of strategies to accelerate progress towards achieving SDG 4 and future policy dialogue. The Philippines, through the Department of Education and other education-related agencies, commits to participate in the conduct of NMR process.

In relation thereto, a grassroots consultations shall be conducted in select public and private elementary and secondary schools of different typologies to gather inputs of school-level stakeholders including learners, parents/legal guardians, teachers, school heads, and officials from the Local Government Unit (LGU) relative to performance in SDG. Specifically, the grassroots consultation aims to:

- Validate the initial findings of the desk review;
- Gather more inputs such as interventions and reasons for the performance in SDG 4; and
- Document the challenges, aspirations, and commitments relative to the SDG 4 indicators and targets.

In this regard, may we invite you to a focus group discussion (FGDs) on **[insert schedule]**, at the **[Name of School]**. The discussion will focus on status and concerns about basic education policies, as well as the challenges to the provision of basic education services. Attached to this letter is a briefer on the activity for further details and for your reference.

To confirm your attendance, may we request you to accomplish and subsequently submit the attached Confirmation Slip to your child's adviser. For clarifications and any concerns, kindly contact **[insert contact office, focal person, and contact details of the School]**.

We are hoping for your favorable consideration. Thank you very much!

Very truly yours,

[Name]
School Head

**CONSULTATION ON THE NATIONAL REPORT FOR THE NATIONAL MIDTERM REVIEW OF THE
SUSTAINABLE DEVELOPMENT GOAL (SDG) 4**

Focus Group Discussion (FGD) with Parents/Legal Guardians

INTRODUCTION

You are invited to join the consultation on the status and progress of the SDG 4, as part of the National Midterm Review, on *[insert date]* at *[insert name of school]*. The activity is the first part of the consultation process to understand the perspectives of our education stakeholders.

The activity will be conducted through focus group discussions (FGDs) with five (5) participants who were selected to offer diverse perspectives on education services and programs. Participation in the activity is voluntary.

TOPIC OF THE ACTIVITY

Parents/guardians, with the other participants, will be asked about their perspectives on the learning environment of the school, particularly on the effectiveness of basic education policies, programs, and activities, as well as the challenges of the education sector. The activity is estimated to take not more than 120 minutes or two (2) hours.

RISKS

The minimum public health standards will be observed considering the ongoing COVID-19 public health emergency.

BENEFITS TO TAKING PART IN THE ACTIVITY

There is no personal benefit from participating in this activity. However, our learners will benefit in the future from the information from this activity.

CONFIDENTIALITY

The participant's name will not be used when data from this activity is analyzed. Also, please be assured that any information that will be given during the activity will be kept in strict confidentiality. Moreover, we request to use activity videos and photos in our documentation and advocacy/information campaigns only for the National Midterm Review of the SDG 4. Kindly be assured that said videos and photos will not be used to create materials that are degrading, victimizing, shaming, or otherwise inappropriate/illegal.

THE RIGHTS OF PARTICIPANTS

Participation in this activity is voluntary. The participant has the right to refuse to participate or to leave the activity at any time. Deciding to not participate or choosing to leave the activity will not result in any penalty or loss of benefits to which your child is entitled.

CONTACT DETAILS FOR QUESTIONS OR PROBLEMS

For any queries, please call the Planning Service - Office of the Director, at (02) 8687 2744 or email ps.od@deped.gov.ph.

**CONSULTATION ON THE NATIONAL REPORT FOR THE NATIONAL MIDTERM REVIEW OF THE
SUSTAINABLE DEVELOPMENT GOAL (SDG) 4**

PARENT/LEGAL GUARDIAN'S CONFIRMATION SLIP

I, _____ (**Name**), hereby acknowledge that I have been informed of the details of the Focus Group Discussion with parents/legal guardians as part of the consultation on the status and development of the SDG 4 for the development of the National Midterm Report.

I hereby signify my intention to participate in the activity at _____

_____ (**Activity venue**) on _____ (**Date**) and give my consent to the Department of Education to use my activity videos and photos in its documentation and information/advocacy campaigns only for the National Midterm Review of the SDG 4.

Signature:	Date:
Contact details:	

**Please bring and submit this during the KII/FGD*

Annex 8

Sample Invitation Letter to Parents/Guardians for Child's Participation (Learners below 18 years old)

[insert date]

Mr/Mrs _____

Dear Mr/Mrs. _____:

Greetings!

The United Nations Educational, Scientific and Cultural Organization (UNESCO) invited its Member States to conduct a Midterm Progress Review on SDG 4 and prepare a National Midterm Review (NMR) Report. The NMR Report aims to document the progress achieved towards the Sustainable Development Goal (SDG) 4 targets; experiences in implementing relevant and appropriate strategies; lessons learned; and emerging issues and challenges, as well as inform the development of strategies to accelerate progress towards achieving SDG 4 and future policy dialogue. The Philippines, through the Department of Education and other education-related agencies, commits to participate in the conduct of NMR process.

In relation thereto, a grassroots consultations shall be conducted in select public and private elementary and secondary schools of different typologies to gather inputs of school-level stakeholders including learners, parents/legal guardians, teachers, school heads, and officials from the Local Government Unit (LGU) relative to performance in SDG. Specifically, the grassroots consultation aims to:

- Validate the initial findings of the desk review;
- Gather more inputs such as interventions and reasons for the performance in SDG 4; and
- Document the challenges, aspirations, and commitments relative to the SDG 4 indicators and targets.

In this regard, may we invite your child, **[insert child's name here]** to a focus group discussion (FGDs) on **[insert schedule]**, at the **[Name of School]**. The activity will focus on learners' perspectives on the provision of basic education services and will involve five (5) participants who were selected to offer diverse perspectives.

For the participation of your child, we are seeking your approval through signing and subsequently submitting the attached Parental Informed Consent Form to your child's class adviser. Details of the activity are also attached to this letter for further information and reference.

For clarifications and any concerns, kindly contact **[insert contact office, focal person, and contact details of the School]**.

We are hoping for your favorable consideration. Thank you very much!

Very truly yours,

[Name]
School Head

**CONSULTATION ON THE NATIONAL REPORT FOR THE NATIONAL MIDTERM REVIEW OF THE
SUSTAINABLE DEVELOPMENT GOAL (SDG) 4
(For the parents/ guardians of the participating child)**

INTRODUCTION

Your child is invited to join the consultation on the status and progress of the SDG 4, as part of the National Midterm Review, on *[insert date]* at *[insert name of school]*. The activity is the first part of the consultation process to understand the perspectives of our education stakeholders, especially our learners.

The activity will be conducted through focus group discussions (FGDs) with five (5) participants who were selected to offer diverse perspectives on education services and programs. Participation in the activity is voluntary.

TOPIC OF THE ACTIVITY

Learners from elementary and secondary level will be asked about their perspectives and experience on the effectiveness of basic education policies, programs, and activities, as well as the challenges of the education sector. The activity is estimated to take 30 – 45 minutes.

RISKS

The minimum public health standards will be observed considering the ongoing COVID-19 public health emergency.

BENEFITS TO TAKING PART IN THE ACTIVITY

There is no personal benefit from participating in this activity. However, our learners will benefit in the future from the information from this activity.

CONFIDENTIALITY

The participant's name will not be used when data from this activity is analyzed. Also, please be assured that any information that will be given during the activity will be kept in strict confidentiality. Moreover, we request to use activity videos and photos in our documentation and advocacy/information campaigns only for the National Midterm Review of the SDG 4. Kindly be assured that said videos and photos will not be used to create materials that are degrading, victimizing, shaming, or otherwise inappropriate/illegal.

THE RIGHTS OF PARTICIPANTS

Participation in this activity is voluntary. Your child has the right to refuse to participate or to leave the activity at any time. Deciding to not participate or choosing to leave the activity will not result in any penalty or loss of benefits to which your child is entitled.

CONTACT DETAILS FOR QUESTIONS OR PROBLEMS

For any queries, please call the Planning Service - Office of the Director, at (02) 8687 2744 or email ps.od@deped.gov.ph.

**CONSULTATION ON THE NATIONAL REPORT FOR THE NATIONAL MIDTERM REVIEW OF THE
SUSTAINABLE DEVELOPMENT GOAL (SDG) 4**

PERMISSION FOR A CHILD TO PARTICIPATE IN A FOCUS GROUP DISCUSSION (FGD)

As the parent or legal guardian of _____ (*Name of child*), I, _____ (*Name of parent/legal guardian*) hereby acknowledge that I have been informed of the details of the Focus Group Discussion with learners as part of the consultation on the status and development of the SDG 4 for the development of the National Midterm Report.

Having understood the aforementioned, I hereby allow my child to participate in the focus group discussion (FGD) at _____ (*Activity Venue*) on _____ (*Date*) and give my consent to the Department of Education to collect information relative to his/her basic education experience, use the activity videos and photos of my child in its documentation and information/advocacy campaigns only for the National Midterm Review of the SDG 4.

Signature:	Date:
Contact details:	

**Please bring and submit this during the KII/FGD*

Assent Form for the participating child (Age 18 below)

ASSENT TO PARTICIPATE IN THE FOCUS GROUP DISCUSSION (FGD)

I am _____ (Learner's name) studying at _____ agree to participate in the Focus Group Discussion as part of the consultation on the state of SDG 4 for the development of the National Midterm Report.

My parents have been given sufficient information about this FGD and I am given permission by them. I understand that the FGD will be held at _____ (Place where the FGD will be held) on _____ (Date). I authorize the Department of Education (DepEd) to collect information related to my learning experience, use activity videos and my photos for its documentation and/or advocacy campaigns for the National Midterm Review of SDG 4.

Signature of the learner:	Date:
Parent's Contact Details:	

**Kindly give this form to your teacher.*

**KONSULTASYON PARA SA PAGBUO NG REPORT PARA SA NATIONAL MIDTERM REVIEW
NG SUSTAINABLE DEVELOPMENT GOAL (SDG) 4
(Para sa magulang ng batang lalahok sa FGD)**

PANIMULA

Ang iyong anak ay iniimbitahan na sumali sa konsultasyon tungkol sa estado ng SDG4 bilang bahagi ng National Midterm Review, sa *[insert date]* sa *[Insert name of school]*. Ang aktibidad ay ang unang bahagi ng proseso ng konsultasyon upang maunawaan ang mga pananaw ng ating mga stakeholder sa edukasyon, lalo na ang ating mga mag-aaral.

Ang aktibidad ay isasagawa sa pamamagitan ng mga focus group discussion (FGDs) kasama ang limang (5) mag-aaral sa inyong paaralan na pinili upang magbahagi ng magkakaibang pananaw sa mga serbisyo at programa sa edukasyon. Ang paglahok sa aktibidad ay boluntaryo.

PAKSA NG GAWAIN

Tatanungin ang mga mag-aaral mula sa antas ng elementarya at sekondarya tungkol sa kanilang karanasan at pananaw sa mga patakaran, programa, at aktibidad ng Kagawaran ng Edukasyon, gayundin ang mga hamon ng sektor ng edukasyon. Ang FGD ay tinatayang aabot ng 30 – 45 minuto.

MGA PANGANIB

Ang pamantayang pangkalusugan sa publiko ay susundin habang nasa ilalim pa ng pandemya.

MGA BENEPISYO SA PAGSASALI SA GAWAIN

Walang personal na benepisyo ang pagsali sa aktibidad na ito. Gayunpaman, makikinabang ang ating mga mag-aaral sa hinaharap mula sa impormasyon mula sa aktibidad na ito.

KUMPIDENSIAL

Hindi gagamitin ang pangalan ng iyong anak kapag nasuri ang data mula sa aktibidad na ito. Gayundin, mangyaring makatiyak na ang anumang impormasyon na ibibigay sa panahon ng aktibidad ay pananatiliing mahigpit na kumpidensyal. Higit pa rito, hinihiling namin na gumamit ng mga video at larawan ng aktibidad para sa aming dokumentasyon at adbokasiya para lamang sa National Midterm Review ng SDG 4. Makatitiyak na ang mga nasabing video at larawan ay hindi gagamitin upang lumikha ng mga materyal na nakakasira, nambibiktima, kahihiyan, o kung hindi man ay hindi nararapat/ilegal.

ANG KARAPATAN NG MGA KALAHOK

Ang paglahok sa aktibidad na ito ay boluntaryo. Ang iyong anak ay may karapatang tumanggi na lumahok o umalis sa aktibidad anumang oras. Ang pagpapasya na hindi lumahok o pagpili na umalis sa aktibidad ay hindi magreresulta sa anumang parusa o pagkawala ng mga benepisyo kung saan ang iyong anak ay may karapatan.

MGA DETALYE NG CONTACT PARA SA MGA TANONG O PROBLEMA

Para sa anumang katanungan, mangyaring tumawag sa Planning Service - Office of the Director, sa (02)8687 2744 o mag-email sa ps.od@deped.gov.ph.

PAHINTULOT PARA SA ANAK NA MAKALAHOK SA FOCUS GROUP DISCUSSION (FGD)

Bilang magulang o legal na tagapag-alaga ni _____
(Pangalan ng bata), ako si _____ (Pangalan ng
magulang/legal na tagapag-alaga) ay kinikilala ko na naipaliwanag sa akin ang mga detalye ng Focus
Group Discussion sa mga mag-aaral bilang bahagi ng konsultasyon tungkol sa estado ng SDG 4 para
sa pagbuo ng National Midterm Report.

Matapos maunawaan ang detalye ng FGD, pinahihintulutan ko ang aking anak na lumahok dito sa
_____ (Lugar kung saan gaganapin
ang FGD) sa _____ (Petsa) at ibigay ang aking pahintulot sa Kagawaran
ng Edukasyon upang mangolekta ng impormasyon kaugnay ng kanyang karanasan sa pag-aaral,
gamitin ang mga video ng aktibidad at mga larawan ng aking anak sa dokumentasyon nito at mga
kampanya ng impormasyon o advocacy campaign para lamang sa National Midterm Review ng SDG
4.

Lagda:	Petsa:
Detalye kung paano ma-contact ang magulang:	

**Makikibigay nito sa guro ng bata.*

Assent Form para sa mag-aaral na lalahok (edad 18 pababa)

PAGSANG-AYON SA PAGLAHOK SA FOCUS GROUP DISCUSSION (FGD)

Ako si _____ (Pangalan ng mag-aaral) na nag-
aaral sa _____ ay sumasang-ayon sa paglahok sa Focus Group
Discussion bilang bahagi ng konsultasyon tungkol sa estado ng SDG 4 para sa pagbuo ng National
Midterm Report.

Ang aking mga magulang ay nabigyan ng sapat na impormasyon tungkol sa FGD na ito at ako ay
binibigyan nila ng permiso. Nauunawaan ko na gaganapin ang FGD sa
_____ (Lugar kung saan gaganapin
ang FGD) sa _____ (Petsa). Binibigyang pahintulot ko ang Kagawaran
ng Edukasyon (DepEd) upang mangolekta ng impormasyon kaugnay ng aking karanasan sa pag-
aaral, gamitin ang mga video ng aktibidad at aking mga larawan para sa dokumentasyon nito at mga
kampanya ng impormasyon o advocacy campaign para lamang sa National Midterm Review ng SDG
4.

Lagda:	Petsa:
Detalye kung paano ma-contact ang magulang:	

**Makikibigay nito sa iyong guro.*

Annex 8

Sample Invitation Letter to Adult Learners

[insert date]

Mr/Mrs _____

Dear **Mr/Mrs.** _____:

Greetings!

The United Nations Educational, Scientific and Cultural Organization (UNESCO) invited its Member States to conduct a Midterm Progress Review on SDG 4 and prepare a National Midterm Review (NMR) Report. The NMR Report aims to document the progress achieved towards the Sustainable Development Goal (SDG) 4 targets; experiences in implementing relevant and appropriate strategies; lessons learned; and emerging issues and challenges, as well as inform the development of strategies to accelerate progress towards achieving SDG 4 and future policy dialogue. The Philippines, through the Department of Education and other education-related agencies, commits to participate in the conduct of NMR process.

In relation thereto, a grassroots consultations shall be conducted in select public and private elementary and secondary schools of different typologies to gather inputs of school-level stakeholders including learners, parents/legal guardians, teachers, school heads, and officials from the Local Government Unit (LGU) relative to performance in SDG. Specifically, the grassroots consultation aims to:

- Validate the initial findings of the desk review;
- Gather more inputs such as interventions and reasons for the performance in SDG 4; and
- Document the challenges, aspirations, and commitments relative to the SDG 4 indicators and targets.

In this regard, may we invite you as a learner to a focus group discussion (FGDs) on **[insert schedule]**, at the **[Name of School]**. The activity will focus on learners' perspectives on the provision of basic education services and will involve five (5) participants who were selected to offer diverse perspectives.

For your participation, we are seeking your approval through signing and subsequently submitting the attached Informed Consent Form to your adviser. Details of the activity are also attached to this letter for further information and reference.

For clarifications and any concerns, kindly contact **[insert contact office, focal person, and contact details of the School]**.

We are hoping for your favorable consideration. Thank you very much!

Very truly yours,

[Name]
School Head

CONSULTATION ON THE NATIONAL REPORT FOR THE NATIONAL MIDTERM REVIEW OF THE SUSTAINABLE DEVELOPMENT GOAL (SDG) 4

Focus Group Discussion (FGDs) with Adult Learners

INTRODUCTION

You are invited to join the consultation on the status and progress of the SDG 4, as part of the National Midterm Review, on *[insert date]* at *[insert name of school]*. The activity is the first part of the consultation process to understand the perspectives of our education stakeholders.

The activity will be conducted through focus group discussions (FGDs) with five (5) participants who were selected to offer diverse perspectives on education services and programs. Participation in the activity is voluntary.

TOPIC OF THE ACTIVITY

The learners, with the other participants, will be asked on the things he/she liked about attending the school as well as rooms for improvement in the school. The activity is estimated to take not more than 90 minutes or 1 hour and 30 minutes.

RISKS

The minimum public health standards will be observed in light of the ongoing COVID-19 public health emergency.

BENEFITS TO TAKING PART IN THE ACTIVITY

There is no personal benefit from participating in this activity. However, our learners will benefit in the future from the information from this activity.

CONFIDENTIALITY

The participant's name will not be used when data from this activity is analyzed. Also, please be assured that any information that will be given during the activity will be kept in strict confidentiality. Moreover, we request to use activity videos and photos in our documentation and advocacy/information campaigns only for the National Midterm Review of the SDG 4. Kindly be assured that said videos and photos will not be used to create materials that are degrading, victimizing, shaming, or otherwise inappropriate/illegal.

THE RIGHTS OF PARTICIPANTS

Participation in this activity is voluntary. The participant has the right to refuse to participate or to leave the activity at any time. Deciding to not participate or choosing to leave the activity will not result in any penalty or loss of benefits to which your child is entitled.

CONTACT DETAILS FOR QUESTIONS OR PROBLEMS

For any queries, please call the Planning Service - Office of the Director, at (02) 8687 2744 or email ps.od@deped.gov.ph.

**CONSULTATION ON THE NATIONAL REPORT FOR THE NATIONAL MIDTERM REVIEW OF THE
SUSTAINABLE DEVELOPMENT GOAL (SDG) 4**

ADULT LEARNER'S CONFIRMATION SLIP

I, _____ (**Name**), hereby acknowledge that I have been informed of the details of the Focus Group Discussion with learners as part of the consultation on the status and development of the SDG 4 for the development of the National Midterm Report.

I hereby signify my intention to participate in the activity on _____ (**Activity Venue**) on _____ (**Date**) and give my consent to the Department of Education to use my activity videos and photos in its documentation and information/advocacy campaigns only for the National Midterm Review of the SDG 4.

Signature:	Date:
Contact details:	

**Please bring and submit this during the KII/FGD*

Indicative Schedule

Indicative Schedule	Schools Division and Local Government Unit	Team	Contact details
May 22-26, 2023	Malaybalay City LGU: Malaybalay City	Aileen Leigh V. Ong Lia Angela H. Daus Melody Manalo	Lia Daus <u>9173009050</u>
May 22-26, 2023	Agusan del Norte LGU: Municipality of Buenavista	Ariel Tandingan Gezella N. Tandez King Diether A. Jansalin	King Diether A. Jansalin <u>9157533222</u>
May 22-26, 2023	Butuan City LGU: Butuan City	Thedem Z. Alarte Jenny Rose G. Clemente Cecilia Maris S. Carnecer	Cecilia Maris S. Carnecer <u>9985368930</u>