



SEPT. 19, 2025

REGIONAL MEMORANDUM
CLMD – 2025 – 0998

To: Schools Division Superintendents) Division of Surigao del Norte
All Others Concerned

WORKSHOP ON THE FINALIZATION OF PROPOSED FUNCTIONAL EDUCATION
AND LITERACY PROGRAM (FELP) POLICY

1. As stated in Memorandum DM-LS-2025-077, the Bureau of Alternative Education (BAE), will conduct a Workshop on the Finalization of Proposed Functional Education and Literacy Program (FELP) Policy on September 23-26, 2025, at Punta Villa Resort, Villa Arevalo District, Iloilo City.
2. The participant of this activity is Emalyn E. Bernadez, EPS II for ALS of Surigao del Norte Division. Please bring a laptop, chargers and extension cord.
3. Travel expenses, including airfare, per diem, and other incidental costs, will be charged against 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. Additional details can be found in 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-2025-077)
To be indicated in the Perpetual Index
under the following subjects:

ALTERNATIVE LEARNING SYSTEM LITERACY POLICY
PROGRAM WORKSHOP

CLMD/jcmo
09/18/2025



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Republic of the Philippines

Department of Education

OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

MEMORANDUM

DM-LS-2025- 077

TO : ALL REGIONAL DIRECTORS

FROM : **JEROME T. BUENVIAJE**
Assistant Secretary
Officer in Charge
Office of the Undersecretary for Learning Systems *N*

SUBJECT : **WORKSHOP ON THE FINALIZATION OF PROPOSED
FUNCTIONAL EDUCATION AND LITERACY PROGRAM (FELP)
POLICY**

DATE : August 20, 2025

The Functional Education and Literacy Program (FELP) is one of the Alternative Learning System (ALS) programs provided in Republic Act No. 11510 or the ALS Act. As defined in Section 4(k) of the ALS Act, FELP is a short-term, non-formal education program designed to equip socioeconomically disadvantaged learners with targeted skills, knowledge, and competencies drawn from the ALS K to 12 Basic Education Curriculum (BEC). The program aims to enhance their social, political, and economic well-being, enabling them to become more effective citizens, parents, workers, and members of society.

A pilot implementation of FELP focusing on Financial Education (FinEd) was conducted in the Schools Division Offices (SDOs) of Masbate City, Iloilo City, and Tagum City.

Based on the results of this pilot run, there is a recognized need to develop and strengthen standardized guidelines for the nationwide rollout of FELP. To this end, the Bureau of Alternative Education (BAE) will conduct a **Workshop on the Finalization of Proposed FELP Policy** to ensure consistency, quality, and accessibility across the country, as well as alignment with all relevant DepEd policies and issuances.

This workshop will be held on **September 23-26, 2025**, at **Punta Villa Resort, Villa Arevalo District, Iloilo City**. Enclosed for reference and guidance are Suggested Number of Participants per Region and Indicative Program Matrix.



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
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Expenses for board and lodging, supplies and materials, and other incidental requirements of participants shall be charged to the 2025 FLO-ALS Fund. Travel and other allowable incidental expenses shall be charged against the funds comprehensively released to the Regional Offices (DM-CT-2025-039 or FY 2025 ALS Funds Directly Released to the Regional Offices) or through local funds, subject to the usual accounting and auditing rules and regulations.

For inquiries or further clarifications, please contact **Ms. Brenfel C. Hajan**, *Senior Education Program Specialist, Bureau of Alternative Education -Policy and Quality Assurance Division (BAE-PQAD)*, via email at brenfel.hajan@deped.gov.ph or bae.pqad@deped.gov.ph telephone at (02) 8636-3603.

Immediate dissemination and strict compliance with this Memorandum is required.

Copy furnished:

MALCOLM S. GARMA

Assistant Secretary

Officer-in-Charge

Office of the Undersecretary for Operations



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DM-LS-2025-077 | Workshop on the Finalization of Proposed Functional Education and Literacy Program (FELP) Policy

ADMINISTRATIVE NOTE

Date/s	September 23-26, 2025				
Venue	Punta Villa Resort, Avanceña St, Villa Arevalo District, Iloilo City				
Registration and Accommodation	- Registration will start at 08:00 am. - Opening Program will start at 1:00 PM on September 23, 2025. - Check-in time: 2:00 pm (September 23, 2025); and Check-out time: 12:00 nn (September 26, 2025)				
Dress Code	Smart Casual Attire				
Meals	Meals	Sept. 23	Sept. 24	Sept. 25	Sept. 26
	Breakfast	/	/	/	/
	AM Snacks	/	/	/	/
	Lunch	/	/	/	/
	PM Snacks	/	/	/	/
	Dinner	/	/	/	/
Other Reminders	For confirmation of attendance and administrative preparation, identified participants are requested to accomplish the online registration form on or before September 19, 2025 through this link/QR code:  https://tinyurl.com/Registration-FELP-Finalization				
	- To ensure the relevance and quality input during the workshop, identified participants must possess at least one of the following qualifications: - Must be a Division ALS Focal Person or Education Program Specialist II for ALS (EPS II for ALS) from FELP FinEd pilot sites;				



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	• Must have served as a writer or Learning Resource Evaluator (LRE) for FELP FinEd and additional courses; • Must have served as a writer or trainer in ALS curriculum and assessment workshops; or • Must have prior experience in policy development and/or policy writing. 3. 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. All participants are also requested to bring laptops and extension cords.
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MARILETTE R. ALMAYDA
Director IV
Bureau of Alternative Education