Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

REGIONAL MEMORANDUM
No. 1289, s. 2026

NOV 0 9 2026

WORKSHOP ON THE FINALIZATION OF COURSE DESIGN FOR THE FUNCTIONAL LITERACY AND NUMERACY PROGRAM (FLNP)

To: Schools Division Superintendent of Sipalay City
All Others Concerned

1. Attached is Deped Memorandum No. DM-OULS-2026-288 and the Administrative Note regarding the conduct of the Workshop on the Finalization of Course Design for the Functional Literacy and Numeracy Program (FLNP) scheduled on December 1-4, 2026 at the National Educators Academy of the Philippines (NEAP), Marikina City, National Capital Region.

2. The following is the identified participant:

NAME	DESIGNATION	SDO
Christopher G. Barco	Education Program Supervisor	Sipalay City

3. All expenses relative to the conduct of the activity shall be charged against the FY 2026 FLO Current Funds. Travel and other incidental expenses shall be charged against funds downloaded to the concerned Division Office and shall be reimbursed upon submission of complete supporting documents, subject to the usual accounting and auditing rules and regulations.

4. Immediate dissemination of and compliance with this Memorandum are desired.

RAMIR B. UYTICO EdD, CESO III
Regional Director

Encl.: As stated
Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

ALTERNATIVE LEARNING SYSTEM WORKSHOPS LITERACY AND NUMERACY

NTG/CLMD-RMWLC- Workshop on the Finalization of Course Design for the Functional Literacy and Numeracy Program (FLNP)
000/November 5, 2026

Address: Batinguel, Dumaguete City, 6200
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Republic of the Philippines
Department of Education
BUREAU OF ALTERNATIVE EDUCATION

Office of the Director

November 3, 2026

ADMINISTRATIVE NOTE

DM-OULS-2026-288 - Conduct of the Series of Activities for the Senior High School (SHS) Functional Literacy and Numeracy Program (FLNP)

ACTIVITY	**Workshop on the Finalization of Course Design for the Functional Literacy and Numeracy Program**
DATE	December 1-4, 2026
VENUE	National Educators Academy of the Philippines (NEAP), Marikina City, National Capital Region
TRANSPORTATION	• Participants from the National Capital Region and nearby provinces are advised to travel directly to NEAP, Marikina City using the most practical and economical means of transportation available and ensure their arrival before registration. • Participants traveling from other regions shall make the necessary air or land transportation arrangements in coordination with their respective offices and in accordance with their approved travel authority and itinerary. • Participants are encouraged to finalize their travel arrangements in advance to avoid delays in registration and workshop sessions. • Travel and other incidental expenses shall be charged against funds downloaded to the Regional Offices and reimbursed upon submission of complete supporting documents, subject to the usual government budgeting, accounting, and auditing rules and regulations.
REGISTRATION AND ACCOMMODATION	• Registration shall be conducted at the designated registration area of NEAP, Marikina City upon arrival on December 1, 2026. • Participants are encouraged to arrive before the opening program to facilitate registration, room assignment, and other administrative requirements. • Confirmed check-in and check-out schedules and room assignments shall be communicated separately. Requests for early arrival or extended stay shall be subject to venue policies and room availability, and any resulting additional expenses shall be borne by the participant unless otherwise authorized.
DRESS CODE	• Smart Casual Attire
MATERIALS	• Laptop computer and charger • Extension cord and/or power strip • Electronic copy of the developed Functional Literacy or Functional Numeracy Course Design, as assigned • FLNP competencies, working matrices, prescribed Course Kit template, and related curriculum references • Personal writing materials and reusable water container

<table>
<tr><td>MEALS</td><td>• A meal matrix for December 1-4, 2026 is provided below. Actual meal coverage shall follow the approved activity and confirmed venue arrangements.
<table>
<tr><th>MEALS</th><th>Dec. 1, 2026</th><th>Dec. 2, 2026</th><th>Dec. 3, 2026</th><th>Dec. 4, 2026</th></tr>
<tr><td>Breakfast</td><td>/</td><td>/</td><td>/</td><td>/</td></tr>
<tr><td>AM Snacks</td><td>/</td><td>/</td><td>/</td><td>/</td></tr>
<tr><td>Lunch</td><td>/</td><td>/</td><td>/</td><td>/</td></tr>
<tr><td>PM Snacks</td><td>/</td><td>/</td><td>/</td><td>/</td></tr>
<tr><td>Dinner</td><td>/</td><td>/</td><td>/</td><td></td></tr>
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<tr><td>ADDITIONAL NOTE</td><td>• Participants are encouraged to review their assigned course design, competencies, and related references before the workshop to facilitate productive technical discussions and timely completion of outputs.
• Functional Literacy and Functional Numeracy groups are expected to work collaboratively in developing learning activities, learning resources, assessment components, and other required elements using the prescribed Course Kit template.
• Participants are advised to bring pocket/portable wifi or download and save all necessary files and references before traveling in case internet connectivity at the venue becomes limited.
• All assigned workshop outputs shall be consolidated, backed up, and submitted before checkout and departure from the venue.</td></tr>
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MARILETTE R. ALMAYDA
Director IV

Republic of the Philippines

Department of Education

BUREAU OF ALTERNATIVE EDUCATION

List of Participants for the Workshop on the Finalization of Course Design for the Functional Literacy and Numeracy Program (FLNP)

December 1-4, 2026

	Region	Name	Designation	SDO	Workshop Role	Course
1	XII	Jesica Palma	EPSA II	SDO Koronadal City	Writers Course Kits 1-3)	Functional Literacy
2	IVB	Albert Abeleda	PSDS	SDO Palawan		
3	CAR	Glynnis K. Ngeteg	EPS I	SDO Mountain Province		
4	IVA	Leticia Basilan	Education Program Supervisor	SDO Batangas Province	Content Evaluator	
5	IVA	Ruby P. Castillo	Education Program Supervisor	SDO Laguna		
6	NCR	Sarah P. Tejada	Education Program Specialist II	SDO Valenzuela		
7	III	Billy Ray B. Manuel	Education Program Supervisor	SDO San Jose del Monte City	Language Evaluator	
8	IVB	Leonalyn F. Famorcan	Librarian II	SDO Romblon		
9	I	Lerio Patayan	ALS Focal Person	San Carlos City Division		
10	VIII	Brian Jessen M. Dignos	Representative	SDO Leyte	Illustrator	
11	XII	Nathaniel E. Cabico	PDO II	SDO Cabanatuan City	Format/Layout	
12	IX	Loester M. Bercasio	SDO Representative	SDO Zamboanga Del Norte	Writers Course Kits 1-3)	Functional Numeracy
13	X	Rubeneth V. Salazar	EPSA II	SDO Cagayan De Oro City		
14	IVB	Freddie M. Malabayabas	EPS I	SDO Marinduque		
15	IVA	Laurel N. Panaglima	SDO Representative	SDO Laguna	Content Evaluator	
16	IVA	Rocel Leynes	EPSA IIg	SDO Laguna		
17	NIR	Christopher G. Barco	Education Program Supervisor	SDO Sipalay City		

18	IVB	Lucin F. Fruelda	Education Program Supervisor	SDO Romblon	Language Evaluator	
19	NCR	Aileen Genoso	Education Program Specialist in ALS	SDO Taguig City and Pateros		
20	VII	Dino R. Cuyag	ITO I	SDO Tanauan	Illustrator	
21	CARAGA	Joshua l. Albia	PDO II	SDO Butuan	Format/Layout	

WORKSHOP ON THE FINALIZATION OF COURSE DESIGN FOR THE FUNCTIONAL LITERACY AND NUMERACY PROGRAM (FLNP)

INDICATIVE PROGRAM OF ACTIVITIES
December 1-4, 2026

TIME	Day 1 Tuesday	Day 2 Wednesday	Day 3 Thursday	Day 4 Friday
7:00-8:00	Travel, arrival, registration, and accommodation	Preparation of working files and daily preliminaries	Preparation of working files and daily preliminaries	Preparation of working files and daily preliminaries
8:01-10:00		**Workshop 1: Reconciliation and Finalization of Technical Content** **Writers and evaluators review the consolidated evaluation findings and agree on revisions to the competencies, learning outcomes, content, learning experiences, assessment strategies, and expected outputs.**	**Workshop 3: Completion of Course Design Revisions** **Integration of agreed technical, curricular, language, assessment, and learning resource recommendations into the Functional Literacy and Functional Numeracy Course Designs and Course Kits.**	**Presentation of the Finalized Course Designs** **Presentation of the revised Functional Literacy and Functional Numeracy Course Designs and Course Kits, emphasizing the changes made and the disposition of major evaluation findings.**
10:01-10:15		**Health Break**	**Health Break**	**Health Break**
10:16-12:00		Continuation of Workshop 1 Resolution of conflicting or overlapping comments through consultation among the development writers, evaluators, and BCD and BLR specialists.	Continuation of Workshop 3 Completion and internal review of all agreed revisions and verification of their consistent application across the Course Designs and Course Kits.	**Technical Review and Confirmation** **Final review by the development writers, evaluators, and BCD and BLR specialists; confirmation that the agreed revisions have been appropriately incorporated.**
12:01-1:00	**Lunch Break**	**Lunch Break**	**Lunch Break**	**Lunch Break**

TIME	Day 1 Monday	Day 2 Tuesday	Day 3 Wednesday	Day 4 Thursday
1:01-3:00	Opening Program • Overview and updates on the FLNP development and validation process • Statement of Purpose and Workshop Objectives • Presentation of consolidated evaluation findings and recommendations • Workshop overview, mechanics, expected outputs, and working arrangements	**Workshop 2: Editorial, Visual, and Learning Resource Alignment** **Review and agreement on language and editorial corrections, illustrations, diagrams, tables, visual elements, format, and layout requirements, with technical guidance from the BCD and BLR specialists.**	**Workshop 4: Cross-Checking and Quality Assurance** **Cross-checking of the revised Course Designs and Course Kits for coherence, accuracy, consistency, completeness, usability, and alignment with applicable curriculum and learning resource standards.**	**Final Revision, File Preparation, and Submission** **Incorporation of final technical comments; checking of document completeness, version control, file naming, and required supporting documents; submission of finalized Functional Literacy and Functional Numeracy Course Designs and Course Kits.**
3:01-3:15	**Health Break**	**Health Break**	**Health Break**	**Health Break**
	Technical Clarification and Group Organization			
3:16-5:00	• BCD technical guidance on curriculum alignment, competencies, learning outcomes, content progression, and assessment • BLR technical guidance on editorial, illustration, format, layout, and learning resource requirements • Organization of Functional Literacy and Functional Numeracy working groups • Assignment of responsibilities and preparation of working files	Continuation of Workshop 2 Consolidation of agreed editorial, visual, format, layout, and illustration revisions and identification of the persons responsible for incorporating and verifying each revision.	Continuation of Workshop 4: Internal Review and Consolidation Final internal review by the development writers, evaluators, layout artists, and illustrators; consolidation of the clean copies and completion of the comments-and-response or revision-tracking matrix.	**Closing Program and Travel Back Home**

TIME	Day 1 Monday	Day 2 Tuesday	Day 3 Wednesday	Day 4 Thursday
Expected Outputs	Common understanding of the consolidated evaluation findings, technical requirements, finalization process, and workshop responsibilities; Functional Literacy and Functional Numeracy groups organized with assigned tasks.	Agreed and documented technical, curricular, editorial, illustration, format, and layout revisions for the Functional Literacy and Functional Numeracy Course Designs and Course Kits.	Completed revised drafts of the Functional Literacy and Functional Numeracy Course Designs and Course Kits, with agreed evaluation recommendations incorporated and internally quality-assured.	Technically reviewed and finalized Functional Literacy and Functional Numeracy Course Designs and Course Kits, including clean copies and completed revision-tracking or comments-and-response matrices, ready for submission.
Officer of the Day	Michael Angelo V. Infante	Jeffrey F. Florendo	Clodualdo A. Rivadulla	Iza A. Rubiales

Republic of the Philippines
Department of Education
BUREAU OF ALTERNATIVE EDUCATION
Office of the Director

MEMORANDUM
OM-BAE-2026- 324

FOR : **CARMELA C. ORACION**
Undersecretary for Learning Systems

Jahir T. Datukan
Assistant Secretary SEP 16 2026

RECOMMENDING APPROVAL : **JEROME T. BUENVIAJE**
Assistant Secretary for Learning Systems

FROM : **MARILETTE R. ALMAYDA**
Director IV

SUBJECT : **AUTHORITY TO CHANGE THE DATE OF THE CONDUCT OF THE SERIES OF ACTIVITIES FOR THE SENIOR HIGH SCHOOL (SHS) FUNCTIONAL LITERACY AND NUMERACY PROGRAM (FLNP)**

DATE : September 8, 2026

Pursuant to DM-OULS-2026-288 entitled "***Conduct of the Series of Activities for the Senior High School (SHS) Functional Literacy and Numeracy Program (FLNP)***", the Bureau of Alternative Education (BAE) respectfully requests the adjustment of the schedules for the remaining activities under the FLNP. The proposed schedule adjustments are as follows:

Activity	Approved Schedule	Proposed Schedule
Workshop on the Validation of Course Design for the Functional Literacy and Numeracy Program	October 12-15, 2026	October 5-8, 2026
Workshop on the Finalization of Course Design for the Functional Literacy and Numeracy Program	November 16-19, 2026	December 1-4, 2026

The proposed adjustment is respectfully requested based on the following considerations:

1. **Availability of the National Educators Academy of the Philippines (NEAP) Marikina Facility.** The proposed dates coincide with the availability of the NEAP Marikina facility, which can adequately accommodate the requirements of the activities and provide a conducive environment for collaborative technical work.
2. **Cost-efficiency and prudent utilization of government resources.** Conducting the activities in a DepEd-managed facility will significantly reduce venue-related

Republic of the Philippines

Department of Education

OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

MEMORANDUM
DM-OULS-2026- 288

TO : **Regional Directors**
Schools Division Superintendents
Curriculum and Learning Management Division Chiefs
Curriculum Implementation Division Chiefs
Alternative Learning System Focal Persons
All Others Concerned

FROM : **CARMELA C. ORACION**
Undersecretary for Learning Systems

SUBJECT : **CONDUCT OF THE SERIES OF ACTIVITIES FOR THE SENIOR HIGH SCHOOL (SHS) FUNCTIONAL LITERACY AND NUMERACY PROGRAM (FLNP)**

DATE : June 29, 2026

In line with the Department's continuing efforts to strengthen functional literacy and numeracy outcomes among Senior High School learners, this Memorandum informs all Regional Offices of the conduct of a series of national-level activities under the **Senior High School Functional Literacy and Numeracy Program (FLNP)**, which shall be implemented and coordinated by the Bureau of Alternative Education - Program Management and Systems Development Division (BAE-PMSDD). Below are the details:

Title of the Activity	Date	Modality	Venue
Consultative Planning Workshop for the SHS Functional Literacy and Numeracy Program	August 17-20, 2026	Online	*Google Meet Link to be provided in separate issuance*
Workshop on the Development of Course Design for the Functional Literacy and Numeracy Program	September 7-10, 2026	Face-to-face	TBA
Workshop on the Validation of Course Design for the Functional Literacy and Numeracy Program	October 12-15, 2026	Face-to-face	TBA
Workshop on the Finalization of Course Design for the Functional Literacy and Numeracy Program	November 16-19, 2026	Face-to-face	TBA

The above-mentioned activities are intended to support the systematic planning, development, validation, and finalization of the FLNP course design, and related

instructional resources, consistent with the **National Literacy Framework**, the **EDCOM II Learning Progressions**, and the **Quality Basic Education Development Plan** outcomes on curriculum quality and learner readiness.

Participants involved in the consultative planning activity shall likewise participate in the subsequent development and finalization workshops to ensure continuity and technical coherence across the course design process. Please see ***Attachment 1*** for the List of Participants and ***Attachment 2*** for the Indicative Program of Activities.

All expenses relative to the conduct of the activities shall be charged against the FY 2026 FLO Current Funds. Travel and other incidental expenses shall be charged to downloaded to the Regional Offices and shall be reimbursed upon submission of complete documents. All are subject to the usual accounting and auditing rules and regulations.

Participants are advised to bring their own laptop computers for use during the workshop sessions.

For clarifications and related inquiries, concerned offices may coordinate with **Ms. Iza A. Rubiales**, Senior Education Program Specialist of the Bureau of Alternative Education, at the telephone number (02)8636-9347 or through email at bae.pmsdd@deped.gov.ph.

Immediate dissemination of this Memorandum is requested.

Copy furnished:

MALCOLM S. GARMA
Undersecretary for Governance and Operations