



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

SEP 22 2025

REGIONAL MEMORANDUM
No. 407, s. 2025

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

To: Schools Division Superintendents of Tanjay City and Escalante City
All Others Concerned

1. Attached is DepEd Memorandum No. DM-LS-2025-077 titled 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 following are the participants in the activity:

No.	Name	Division	Designation
1	Florenda C. Galvez	Tanjay City	EPS II-ALS
2	Ibn M. Dumdum	Escalante City	EPS II-ALS

3. 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.

4. Enclosed is the administrative note detailing the program matrix and other logistical arrangements.

5. 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 CURRICULUM WORKSHOP

NTG/CLMD-RMWLC- Workshop on the Review of the Accreditation and Equivalency (A&E) Assessment and Certification Framework for the Alternative Learning System (ALS)
000/September 12, 2025



Address: Batinguel, Dumaguete City, 6200

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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 ✓

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.



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OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

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



Republic of the Philippines
Department of Education
BUREAU OF ALTERNATIVE EDUCATION

LIST OF PARTICIPANTS

**Workshop on the Finalization of Proposed Functional Education and
Literacy Program (FELP) Policy**

September 23-26, 2025, Punta Villa Resort, Iloilo City

Region/Bureau/Office	No. of Participants
Region I	2
II	2
III	2
IV-A	2
IV-B	2
V	2
CAR	2
NCR	2
NIR	2
VI	2
VII	2
VIII	2
IX	2
X	2
XI	2
XII	2
CARAGA	2
Bureau of Alternative Education – Office of the Director	2
Bureau of Alternative Education – Policy and Quality Assurance Division	4
Bureau of Alternative Education – Program Management and Systems Development Division	2
LS Bureaus (BLD, BCD)	2
Other Offices (PS, BHROD)	2
Resource Person	1
TOTAL	47

5/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
Direct Line: (632) 8636-3603 E-mail: bae.pgad@deped.gov.ph



DepEd Philippines



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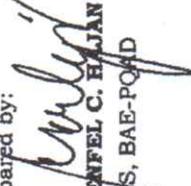
INDICATIVE PROGRAM MATRIX

Workshop on the Finalization of Proposed Functional Education and Literacy Program (FELP) Policy

September 23-26, 2025 Punta Villa Resort, Iloilo City

	Day 1	Day 2	Day 3	Day 4
Time	Day 1	Day 2	Day 3	Day 4
7:45-8:00	Travel Time	Management of Learning		
8:01 - 10:00	Registration	Plenary 1. Presentation of the FELP Framework	Workshop 3 Presentation of the comments and recommendations on the draft FELP policy <i>(Focus on Procedures, Strategies, and Feasibility)</i>	Workshop 5 Presentation of the Final draft of FELP Policy
10:01-10:15	Break Time			
10:16-12:00	Opening Program	Plenary 2. Overview of the FELP Policy	Sharings and Open Forum	Continuation of Workshop 5
12:01-1:00	Lunch			
1:01-3:00	Presentation of Workshop Mechanics	Workshop 2 Presentation of the comments and recommendations on the draft policy <i>(Focus on Rationale, Scope, and Definition of Terms)</i>	Workshop 4 Presentation of the comments and recommendations on the draft policy. <i>(Focus on Roles and Responsibilities, and M&E)</i>	Sharings/Open Forum/Q and A/ -Review of Workshops Outputs -Submission of comments and recommendations on the draft FELP Policy
3:01-3:15	Break Time			
3:16-5:00	Workshop 1: Presentation of FELP Consultation/Validation Results	Sharings and Open Forum	Continuation of Workshop 4	Travel Time
6:00-8:00	Dinner			

Prepared by:


BRENFEL C. HAJAN
 SEFS, BAE-PQAD

Recommending Approval:


RODERICK P. CORPUZ
 Chief EPS, BAE-PQAD

Approved by:


MARJETTE R. ALMAYDA
 Director IV
 Bureau of Alternative Education



Republic of the Philippines
Department of Education
BUREAU OF ALTERNATIVE EDUCATION

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	<ol style="list-style-type: none">1. Registration will start at 08:00 am.2. Opening Program will start at 1:00 PM on September 23, 2025.3. 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	<table border="1"><thead><tr><th>Meals</th><th>Sept. 23</th><th>Sept. 24</th><th>Sept. 25</th><th>Sept. 26</th></tr></thead><tbody><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></tbody></table>	Meals	Sept. 23	Sept. 24	Sept. 25	Sept. 26	Breakfast	/	/	/	/	AM Snacks	/	/	/	/	Lunch	/	/	/	/	PM Snacks	/	/	/	/	Dinner	/	/	/	/
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Dinner	/	/	/	/																											
	<ol style="list-style-type: none">1. 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: 																														
Other Reminders	<p>https://tinyurl.com/Registration-FELP-Finalization</p> <ol style="list-style-type: none">2. To ensure the relevance and quality input during the workshop, identified participants must possess at least one of the following qualifications:<ul style="list-style-type: none">• 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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	<ul style="list-style-type: none">• 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. <p>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.</p>
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MARILETTE R. ALMAYDA
Director IV
Bureau of Alternative Education



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OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

MEMORANDUM

DM-LS-2025- 077

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