



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

December 3, 2020

**REGIONAL MEMORANDUM**

No. **626**, s. 2020

**ONLINE TRAINING-WORKSHOP ON THE DEVELOPMENT AND PRODUCTION OF INSTRUCTIONAL AND REPORTING PACKAGES CUM ENHANCEMENT ON THE SUPERVISION AND TECHNICAL ASSISTANCE PROVISION FOR DIVISION ALTERNATIVE LEARNING SYSTEM (ALS) FOCAL PERSONS, SELECT PUBLIC SCHOOLS DISTRICT SUPERVISORS, AND EDUCATION PROGRAM SPECIALISTS II FOR ALS**

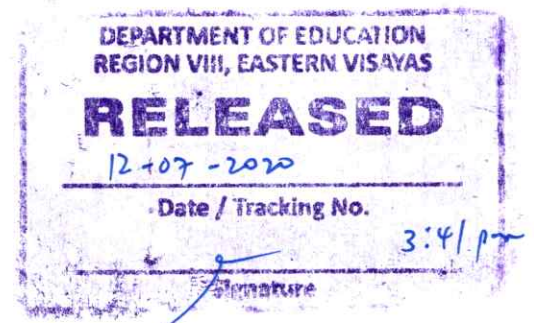
To: Schools Division Superintendents  
All Others Concerned

1. In support of the distance learning modalities, this Office, through the Curriculum and Learning Management Division (CLMD), shall conduct an **Online Training-Workshop on the Development and Production of Instructional and Reporting Packages Cum Enhancement on the Supervision and Technical Assistance Provision for Division Alternative Learning System (ALS) Focal Persons, Select Public Schools District Supervisors, and Education Program Specialists II for ALS** on **December 16-18, 2020** via **Google Meet**.
2. The activity aims to:
  - a. enhance the skills and competencies of the target beneficiaries on the development and production of motion pictures for instructional and report generation purposes;
  - b. retool the participants' capacities on the Learning Resources content review; and
  - c. plan-out reform that embraces advanced strategies in instructional supervision and technical assistance provision in light of health crisis.
3. The Schools Division Superintendents through the Division ALS Focal Persons shall submit the list of participants using the attached template to this Office at [clmd.region8@deped.gov.ph](mailto:clmd.region8@deped.gov.ph) cc [alfredo.cafe@deped.gov.ph](mailto:alfredo.cafe@deped.gov.ph) on or before December 14, 2020. The participants shall already serve as Resource Persons when conducting the same activity at the Division level.



4. Further, the participants are required to register online through a link which shall be shared to the Division ALS Focal Persons through the Facebook Group Chat a day before the start of the opening program. A separate link for the attendance for three days shall be posted an hour before the daily pre-training exercises.
5. There is **no registration fee**. The expenses incurred by the training management relative to this activity shall be charged against the **2020 ALS PSF Funds OSEC-8-20-0477**, subject to the usual accounting and auditing rules and regulations.
6. For more information, contact the CLMD through Mr. Alfredo P. Café, EPS, ALS Focal Person at [alfredo.cafe@deped.gov.ph](mailto:alfredo.cafe@deped.gov.ph) or at 09174289183.
7. Immediate dissemination of and strict compliance with this Memorandum are desired.

  
**RAMIR B. UYTICO EdD, CESO IV**  
Director IV



- Enclosures:
1. Training Management Team
  2. Allocated Number of Participants per Office
  3. Activity Matrix
  4. Template for the Listing of Participants per SDO
- References: CLMD Roadmap/DepEd Region VIII Emergency Roadmap  
To be indicated in the Perpetual Index under the following subjects:
- |     |            |          |
|-----|------------|----------|
| ALS | CURRICULUM | TRAINING |
|-----|------------|----------|

CLMD-APC

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Enclosure No. 1 to RM **626** s. 2020 dated December 3, 2020 re: **Online Training-Workshop on the Development and Production of Instructional and Reporting Packages Cum Enhancement on the Supervision and Technical Assistance Provision for Division Alternative Learning System (ALS) Focal Persons, Five Select Public Schools District Supervisors, and Education Program Specialists II for ALS; December 16-18, 2020, via Google Meet.**

### **Training Management Team (TMT)**

1. Regional Director      **DR. RAMIR B. UYTICO, CESO IV**  
*Director IV*
2. Asst. Regional Dir.      **ARNULFO MANALO BALANE, CESO V**  
*Director III*
3. OIC-CLMD Chief      **DR. ROSEMARIE M. GUINO**
4. Chairperson      **ALFREDO P. CAFÉ**, EPS, CLMD, DepEd RO8
5. Resource Persons/Invited Speakers:
  - a) ROSEMARIE M. GUINO, OIC-Chief, CLMD, DepEd RO8
  - b) JOY B. BIHAG, EPS, CLMD, DepEd RO8
  - c) FLORAMAY Q. BACUS, PDO II, PAU, DepEd RO8
  - d) TWO INVITED SPEAKERS
6. Support Supervisors:
  - a) DR. RYAN R. TIU, EPS, CLMD, DepEd RO8
  - b) DR. MARLOU D. CAMPOSANO, EPS, CLMD, DepEd RO8
  - c) DR. GERTRUDES C. MABUTIN, EPS, CLMD, DepEd RO8
  - d) DR. NOVA P. JORGE, EPS, CLMD, DepEd RO8
  - e) DR. AMENIA C. ASPA, EPS, CLMD, DepEd RO8
  - f) SARAH S. CABALUNA, EPS, CLMD, DepEd RO8
  - g) DR. TEODORICO T. PELIÑO, JR., EPS, CLMD, DepEd RO8
  - h) DEAN RIC M. ENDRIANO, EPS, CLMD, DepEd RO8
  - i) DR. ROWENA T. VACAL, EPS, QAD, DepEd RO8
  - j) DR. DANDY G. ACUIN, EPS, HRDD, DepEd RO8
7. Hosting and Recording Experts
  - a) ALFIE S. DELA PEÑA, EPSA, Biliran Division
  - b) ALBERTO A. ABE, EPSA, Leyte Division
  - c) ELMER C. LOPEZ, DALSC, Tacloban City Division
8. Secretariat
  - a) APRIL ZENIA CLAMOR, AS-ALS, CLMD, DepEd RO8
  - b) CRISTY JANE JABAGAT, TS-ALS, CLMD, DepEd RO8

Enclosure No. 2 to RM **626**s. 2020 dated December 3, 2020 re: **Online Training-Workshop on the Development and Production of Instructional and Reporting Packages Cum Enhancement on the Supervision and Technical Assistance Provision for Division Alternative Learning System (ALS) Focal Persons, Five Select Public Schools District Supervisors, and Education Program Specialists II for ALS; December 16-18, 2020, via Google Meet.**

**Allocated Number of Participants per Office**

<b>Offices</b>	<b>ALS Focal</b>	<b>EPSA</b>	<b>PSDS</b>	<b>Total</b>
1. Regional Office	RD, ARD, OIC-CLMD Chief, 13 RO EPSs, 2 Staff			18
2. Baybay City	1	1	4	6
3. Biliran	1	2	4	7
4. Borongan City	1	1	4	6
5. Calbayog City	1	1	4	6
6. Catbalogan City	1	2	4	7
7. Eastern Samar	1	2	4	7
8. Leyte	1	7	4	12
9. Maasin City	1	1	4	6
10. Northern Samar	1	2	4	7
11. Ormoc City	1	2	4	7
12. Samar	1	2	4	7
13. Southern Leyte	1	2	4	7
14. Tacloban City	1	2	4	7
<b>Total</b>	<b>13</b>	<b>27</b>	<b>52</b>	<b>110</b>

Enclosure No. 3 to RM **626**, s. 2020 dated December 3, 2020 re: **Online Training-Workshop on the Development and Production of Instructional and Reporting Packages Cum Enhancement on the Supervision and Technical Assistance Provision for Division Alternative Learning System (ALS) Focal Persons, Five Select Public Schools District Supervisors, and Education Program Specialists II for ALS; December 16-18, 2020, via Google Meet.**

**Activity Matrix**

<b>DAY 1</b>		<b>Persons Responsible/ Resource Speaker</b>
<b>DATE / TIME</b>	<b>Activities</b>	
07:00 am – 07:29 am	<i>ONLINE PLATFORM TEST</i>	<b>Secretariat &amp; Hosts</b>
07:30 am – 07:59 am	<i>ONLINE ATTENDANCE</i>	
08:00 am – 08:49 am	<i>OPENING PROGRAM</i>	
08:50 am – 08:59 am	<b>Coffee Break</b>	
09:00 am – 10:30 am	Basics in Video Presentation	<b>Ms. Floramay Q. Bacus</b> <i>PDO II, PAU, DepEd RO VIII</i>
10:31 am – 11:00 am	<i>FORUM</i>	<b>Hosts</b>
11:01 am – 12:00 nn	Overview on the Utilization of Instructional Videos and Virtual Classes	<b>Mr. Redem D. Tingzon</b> <i>CCFA School Administrator</i>
12:00 nn – 1:00 pm	<b>NOON BREAK</b>	
1:00 pm – 2:00 pm	Preparing a Raw Video: The Dos and DONTs	<b>Ms. Lindsay May Prudente</b> <i>CCFA Acad Supervisor/Virtual Class Specialist</i>
2:00 pm – 2:30 pm	<i>FORUM</i>	<b>Hosts</b>
2:30 pm – 5:00p pm	<b>Workshop at Home</b>	

DAY 2		Persons Responsible/ Resource Speaker
DATE / TIME	Activities	
08:00 am – 08:20 am	<i>MOL</i>	<b>Secretariat &amp; Hosts</b>
08:21 am – 09:00 am	Output Presentation of a selected SDO	<b>Resource Persons, Support Supervisors, &amp; Hosts</b>
09:01 am - 09:10 am	<b>Coffee Break</b>	
09:10 am – 10:10 am	<i>Video Editing and Finalization using a Free Software</i>	<b>Mr. Edison C. Cailo</b> <i>CCFA IT Specialist</i>
10:11 am – 10:30 am	<i>FORUM</i>	<b>Moderator</b>
10:31 am – 11:00 am	<i>Basic Etiquette and Techniques in Holding Virtual Classes</i>	<b>Mr. Redem D. Tingzon</b> <i>CCFA School Administrator</i>
11:00 am – 12:00 nn	Instructional Supervision and Technical Assistance Provision in light of the Pandemic	<b>Dr. Rosemarie M. Guino EdD</b> <i>OIC-Chief CLMD</i>
12:00 nn – 1:00 pm	<b>NOON BREAK</b>	
1:00 pm – 2:00 pm	IS Responsiveness via Tele-Monitoring	<b>Mr. Alfredo P. Cafe, EPS, CLMD</b> <i>EPS – ALS, DepEd RO VIII</i>
2:00 pm – 2:30 pm	<i>FORUM</i>	<b>Moderator</b>
2:30 pm – 5:00 pm	<b>Workshop at Home</b>	

DAY 3		Persons Responsible/ Resource Speaker
DATE / TIME	Activities	
08:00 am – 08:20 am	<i>MOL</i>	<b>Secretariat &amp; Hosts</b>
08:21 am – 10:20 am	Output Presentations of two selected SDOs	<b>Resource Persons, Support Supervisors, &amp; Hosts</b>
10:21 am – 10:30 am	<b>Coffee Break</b>	
10:31 am – 11:00 am	Critiquing and reactions	<b>Resource Persons, Support Supervisors, &amp; Hosts</b>
11:01 am - 12:00 nn	<i>Effective strategies on Learning Resources content review</i>	<b>Mr. Joy B. Bihag</b> <i>Head, LRMDC, DepEd RO VIII</i>
12:00 nn – 1:00 pm	<b>NOON BREAK</b>	
1:00 pm – 2:00 pm	<i>FORUM</i>	<b>Moderator</b>
2:00 pm – 2:30 pm	Generalization and Next Steps/ Agreement	<b>Mr. Alfredo P. Cafe, EPS, CLMD</b> <i>Training Chairperson</i>
2:30 pm – 3:30 pm	<i>CLOSING PROGRAM</i>	<b>Secretariat &amp; Hosts</b>

Enclosure No. 4 to RM **626**, s. 2020 dated December 3, 2020 re: **Online Training-Workshop on the Development and Production of Instructional and Reporting Packages Cum Enhancement on the Supervision and Technical Assistance Provision for Division Alternative Learning System (ALS) Focal Persons, Five Select Public Schools District Supervisors, and Education Program Specialists II for ALS; December 16-18, 2020, via Google Meet.**

**Final List of Division Participants for the Online Training-Workshop on the Development and Production of Instructional and Reporting Packages Cum Enhancement on the Supervision and Technical Assistance Provision for Division Alternative Learning System (ALS) Focal Persons, Five Select Public Schools District Supervisors, and Education Program Specialists II for ALS**

December 16-18, 2020

Division: \_\_\_\_\_

No.	Name	Position/ Designation	e-mail Address	Facebook Account	Mobile Number
1		ALS Focal Person			
2		EPSA			
3		PSDS			
4					
<b>TOTAL</b>					

- Note:**
1. Please refer to Enclosure 2 "**Allocated Number of Participants per Office**", of the Regional Memo .
  2. Please submit using the same EXCEL FORMAT as Scheduled.

Prepared by: \_\_\_\_\_

Noted: \_\_\_\_\_

\_\_\_\_\_  
Division ALS Focal Person

\_\_\_\_\_  
CID Chief

Approved: \_\_\_\_\_

\_\_\_\_\_  
Schools Division Superintendent