



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



**EVELYN R. FETALVERO, CESO III**  
Regional Director

Enclosures: None

References: As stated

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

ALS POLICY TRAININGS

CLMD-GEC-APC



Republic of the Philippines  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

**MEMORANDUM**  
**DM-CT-2025-096**

TO : **REGIONAL DIRECTORS**

FROM :   
**GINA O. GONONG**  
Undersecretary for Curriculum and Teaching

SUBJECT : **CONDUCT OF WORKSHOPS ON THE DEVELOPMENT OF  
POLICY ON MAPPING AND REFERRAL MECHANISM  
FOR LEARNERS WITH DISABILITIES IN THE  
ALTERNATIVE LEARNING SYSTEM**

DATE : March 26, 2025

Pursuant to Republic Act (RA) No. 11510 titled "*An Act Institutionalizing the Alternative Learning System in Basic Education for Out-of-School Children in Special Cases and Adults and Appropriating Funds Therefor*", the Department of Education (DepEd) recognizes the inherent vulnerabilities of certain individuals and groups, including learners with disabilities.

In line with this, the Bureau of Alternative Education (BAE) will conduct the Development of Policy on Mapping and Referral Mechanism for Learners with Disabilities in the Alternative Learning System (ALS). This activity aims to establish a standardized, systematic, and accurate process for identifying, tracking, and referring learners with disabilities within ALS and the broader basic education system.

To achieve this goal, BAE will conduct the following workshops:

<b>Title of the Activity/Workshop</b>	<b>Date</b>	<b>Venue</b>
Workshop on the Development of Policy on Mapping and Referral Mechanism for Learners with Disabilities in the Alternative Learning System	April 22-25, 2025	National Capital Region (NCR)
Workshop on the Validation of Policy on Mapping and Referral Mechanism for Learners with Disabilities in the Alternative Learning System	June 17-20, 2025	National Capital Region (NCR)

*Specific venues will be announced in a separate issuance.*

Relative to this, may we request the participation of two (2) representatives from your region in each of the workshops listed above. These representatives will serve as resource persons and provide technical assistance throughout the sessions. Kindly





Republic of the Philippines

## Department of Education

### OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

submit the names of the designated representatives on or before April 10, 2025. Attached is a copy of the Indicative Program Matrix for reference.

Travel expenses and other allowable expenses of the participants shall be charged to the Program Support Fund (PSF) to be downloaded to your respective regions or local funds, subject to government accounting and auditing rules and regulations.

For inquiries, you may contact **Ms. Annalyn A. Aquino**, Senior Education Program Specialist, at (02)8636-3603 or through email at [annalyn.aquino@deped.gov.ph](mailto:annalyn.aquino@deped.gov.ph) or [bae.pqad@deped.gov.ph](mailto:bae.pqad@deped.gov.ph).

*Copy furnished:*

**MALCOLM S. GARMA**

Assistant Secretary

Officer-in-Charge

Office of the Undersecretary for Operations

**Workshop on the Validation of the Policy on Mapping and Referral Mechanism for Learners with Disabilities in the Alternative Learning System**  
**June 17 - 20, 2025 / NCR**

**Indicative Program of Activities**

TIME	Day 1 (Tuesday)	Day 2 (Wednesday)	Day 3 (Thursday)	Day 4 (Friday)
7:00-8:00	<b>Registration</b>	<b>Breakfast/Preliminaries</b>		
8:01-8:30				
8:30-9:00		<b>Preliminaries</b>		
9:01-10:00				
10:01-10:10	<b>I. OPENING PROGRAM</b> *National Anthem *Prayer *DepEd Quality Policy *Acknowledgment of Participants: *Welcome Remarks: *Message: *Statement of Purpose and *Presentation of Mechanics *Photo Opportunity	<b>Workshop 1</b> Validating Policy Draft: (Rationale, Policy Summary and Policy Options)	<b>Continuation of Workshop 2</b> Validating Policy Draft: Framework, Procedures, Strategies	Presentation of comments, suggestions, and recommendations
10:11-11:00				
11:01-12:00				
	<b>II. Plenary Session</b> <b>Session 1:</b> Background of the Project: Inclusion of Learners with Disabilities in the Alternative Learning System (SNVED in ALS)	Presentation of the Results of Consultation 1	<b>Lunch Break</b>	Clearing House
12:01-1:00				
1:01-2:00				
2:01-3:00				
	<b>II. Plenary Session</b> <b>Session 2:</b> Presentation of the Draft Policy on Mapping and Referral Mechanism for Learners with Disabilities in the Alternative Learning System	<b>Health Break</b>	<b>Workshop 3</b> Validating Policy Draft: Focus on Roles and Responsibilities, and M&E	<b>Closing Program</b>
3:01-3:10				
3:01-4:00				
4:01-5:00				
Expected Outputs	Levelling Off	Validated Rationale, Scope and Definition of Terms	Validated Framework, Procedures, Strategies	Validated Policy on Mapping and Referral Mechanism for Learners with Disabilities in the Alternative Learning System
Officer of the Day	Kristine Lee Lumanog	Kristine Lee Lumanog	Anna Lourdes Falcon	Annalyn Aquino

**Workshop on the Development of the Policy on Mapping and Referral Mechanism for Learners with Disabilities in the Alternative Learning System**  
**April 22-25, 2025 / NCR**

Indicative Program of Activities				
TIME	Day 1 (Tuesday)	Day 2 (Wednesday)	Day 3 (Thursday)	Day 4 (Friday)
7:00-8:00	Registration	Breakfast/Preliminaries		
8:01-8:30				
8:30-9:00				
9:01-10:00				
10:01-10:10				
10:11-11:00	<b>I. OPENING PROGRAM</b> *National Anthem *Prayer *DepEd Quality Policy *Acknowledgment of Participants: *Welcome Remarks: *Message: *Statement of Purpose and *Presentation of Mechanics Photo Opportunity	<b>Session 4:</b> Presentation of the approved PPS	<b>Session 5:</b> Overview of the policy formulation process	<b>Session 6:</b> Presentation of the draft ALS policy
11:01-12:00				
12:01-1:00	<b>II. Plenary Session</b> <b>Session 1:</b> Background of the Project: Inclusion of Learners with Disabilities in the Alternative Learning System (SNED in ALS)	<b>Breakout Session:</b> <b>Consultation 1:</b> Focus on Rationale, Scope, and Definition of Terms	<b>Breakout Session:</b> <b>Consultation 2:</b> Focus on Framework, Procedures, Strategies	<b>Presentation</b> Presentation of the Results of Consultation 3 (Focus on Roles and Responsibilities, and M&E)
1:01-2:00				
2:01-3:00				
3:01-3:10	<b>Session 3:</b> Sharing Strategies for Mapping and Identifying Children and Persons with Disabilities	<b>Presentation</b> Presentation of the Results of Consultation 1 (Focus on Rationale, Scope, and Definition of Terms)	<b>Breakout Session</b> <b>Consultation 3:</b> Focus on Roles and Responsibilities, and M&E	<b>Closing Program</b>
3:01-4:00				
4:01-5:00				
Expected Outputs	Levelling Off	Rationale, Scope and Definition of Terms	Focus on Framework, Procedures, Strategies	Draft Policy on Mapping and Referral Mechanism for Learners with Disabilities in the Alternative Learning System
Officer of the Day	Kristine Lee Lumanog	Kristine Lee Lumanog	Anna Lourdes Falcon	Annalyn Aquino



Republic of the Philippines  
**Department of Education**  
BUREAU OF ALTERNATIVE EDUCATION

**DM-CT-2025-096 | Workshop on the Development of Policy on Mapping and Referral Mechanism for Learners with Disabilities in the Alternative Learning System**

**ADMINISTRATIVE NOTE**

REMINDERS					
Dates	April 22-25, 2025				
Venue	Maxx Hotel, 7817 Makati Avenue, corner Singian, Makati City, Metro Manila				
Registration and Hotel Accommodation	<div>1. Registration will start at 8:00am on April 22, 2025.</div> <div>2. Opening Program will start at 9:00am on April 22, 2025.</div> <div>3. Check-in will begin at 2:00pm on April 22, 2025 (first day), and check-out on April 25, 2025 (last day) before 12:00 noon.</div>				
Dress Code	Smart Casual Attire				
MATERIALS	Laptop, extension cords				
MEALS	MEALS	April 22, 2025	April 23, 2025	April 24, 2025	April 25, 2025
	Breakfast	✓	✓	✓	✓
	AM Snacks	✓	✓	✓	✓
	Lunch	✓	✓	✓	✓
	PM Snacks	✓	✓	✓	✓
	Dinner	✓	✓	✓	✓

  
**MARILETTE R. ALMAYDA**  
Director IV  
Bureau of Alternative Education



Republic of the Philippines  
**Department of Education**  
BUREAU OF ALTERNATIVE EDUCATION

**DM-CT-2025-096 | Workshop on the Development of Policy on Mapping and Referral Mechanism for Learners with Disabilities in the Alternative Learning System**

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