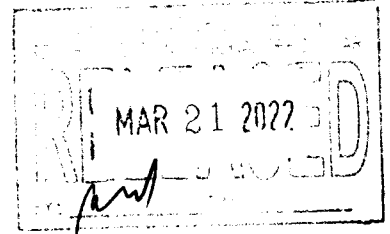




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
Wangal, La Trinidad, Benguet



March 17, 2022

**REGIONAL MEMORANDUM**

No. 136.2022

**LIMITED FACE - TO - FACE WORKSHOP ON DIGITALIZATION OF LEARNING RESOURCES FOR LEARNERS WITH SPECIAL EDUCATION NEEDS (LSENs) AND ARABIC LANGUAGE AND ISLAMIC VALUES EDUCATION (ALIVE) CLASSES**

To: Assistant Regional Director  
Schools Division Superintendents  
All Schools Division  
All Others Concerned

1. The Department of Education – Cordillera Administrative Region, through the Curriculum and Learning Management Division (CLMD) will be conducting a **Limited Face to – Face Workshop on Digitalization of Learning Resources for Learners with Disabilities (LWDs) and Arabic Language and Islamic Values Education (ALIVE) Classes** on May 24 – 26, 2022 at SNC Hall, Wangal, La Trinidad, Benguet.
2. The purposes of this activity are to:
  - a. orient the participants on the mechanics of digitalization of learning resources;
  - b. develop/digitalize learning resources for LSENs and ALIVE classes; and
  - c. ensure availability of digitalized learning resources for LSENS & ALIVE classes.
3. Identified participants shall be relieved from their regular tasks during the said activity. Contingency measures shall be implemented to ensure continuity of learning delivery.
4. Attached are the following enclosures for guidance and reference:  
**Enclosure 1:** List of Participants  
**Enclosure 2:** List of Training Management Team  
**Enclosure 3:** Activity Matrix
5. Participants are requested to bring their laptop, extension cord and Curriculum Guides for SPED and ALIVE Classes.
6. Board and lodging of participants for 3 days shall be charged to the CLMD MOOE while travelling and incidental expenses shall be charged to School MOOE/Local Funds subject to usual budgeting accounting and auditing rules and regulations.
7. Below is the schedule of meals and accommodation.





Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
Wangal, La Trinidad, Benguet

| Particulars   | May 23,<br>2022<br>(Monday) | May 24,<br>2022<br>(Tuesday) | May 25,<br>2022<br>(Wednesday) | May 26,<br>2022<br>(Thursday) |
|---------------|-----------------------------|------------------------------|--------------------------------|-------------------------------|
| Breakfast     |                             | /                            | /                              | /                             |
| AM Snack      |                             | /                            | /                              | /                             |
| Lunch         |                             | /                            | /                              | /                             |
| PM Snack      |                             | /                            | /                              | /                             |
| Dinner        | /                           | /                            | /                              |                               |
| Accommodation | /                           | /                            | /                              |                               |

8. Triage and check - in will start at 2 PM of May 23, 2022 followed by registration and preliminaries at 3:30 PM. Check - out will be at 12NN of May 26, 2022.

9. Strict observance of health and safety protocols like wearing of facemasks, face shields, physical distancing, disinfection, handwashing, and refrain from going in and out of the venue during the duration of the activity.

10. For any inquiry or concern you may contact Denia O. Tarnate or Corazon S. Alos, the focal persons for SPED and MEP at [denia.tarnate@deped.gov.ph](mailto:denia.tarnate@deped.gov.ph)/[corazon.alos@deped.gov.ph](mailto:corazon.alos@deped.gov.ph).

11. Immediate dissemination of and strict compliance with this Memorandum is directed.

  
**ESTELA P. LEON-CARIÑO EdD, CESO III**  
Director IV/ Regional Director



Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
Wangal, La Trinidad, Benguet

Enclosure 1 of RM No. 436-2022

**List of Participants**

| <b>Schools Division/Name of Participants</b> | <b>Designation</b> |
|--|--------------------|
| <b>SPED/Inclusive Education Program</b>      |                    |
| <b>A. Baguio City</b>                        |                    |
| 1. Jeffrey Munar                             | SPET II            |
| 2. Arlene Compay                             | MT 1               |
| 3. Nonete B. Alsino                          | SPET 1             |
| 4. Rachel Samonte                            | SPET II            |
| 5. Sarah Mae Matecyeng                       | Teacher 1          |
| 6. Keziah Erardo                             | SPET III           |
| 7. Jovita Caldito                            | SPET III           |
| <b>B. Benguet</b>                            |                    |
| 1. Cyrene Baiwo                              | SPET 1             |
| 2. Chian Mendoza                             | SPET 3             |
| 3. Joy Fernandez                             | SPET 1             |
| 4. Mesenia Laquiao                           | MT 1               |
| 5. Clyde Praille Burgos                      | SPET 3             |
| 6. Violeta Santos                            | SPET 3             |
| 7. Julianne Meris                            | SPET 1             |
| <b>Muslim Education Program</b>              |                    |
| 1. Alrasid Abdulmunap                        | Asatidz            |
| 2. Alkhaled Haramain                         | Asatidz            |
| 3. Erham Haramain Jr.                        | Asatidz            |
| 4. Jemael B. Usodan                          | Asatidz            |
| 5. Mohammad Salman Lacsaman                  | Asatidz            |
| 6. Abdulmalik Bedejim                        | Asatidz            |
| 7. Nu'mah Elias                              | Asatidz            |
| 8. Noraidah Casanguan                        | Asatidz            |
| 9. Junaina Samad                             | Asatidz            |
| 10. Mark T. Malidom                          | DAP                |
| 11. Alnor Lawi                               | Asatidz            |
| 12. Mahammad Najih Adomping                  | Asatidz            |
| 13. Arham Unte                               | Asatidz            |
| 14. Jonada Mona                              | Asatidz            |



Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region  
 Wangal, La Trinidad, Benguet

**Enclosure 2 of RM No.** 136

**List of Training Management Team**

| <b>Committee</b>               | <b>Person Responsible</b>   | <b>Position</b>   |
|--------------------------------|---|---|
| Steering Committee             | Chair: Estela Cariño<br>Co-Chair: Florante Vergara  | Regional Director<br>Assistant Regional Director  |
| Training Managers              | Chair: Jennifer P. Ande<br>Co-Chair: Rosita C. Agnasi<br>Members: Dexter B. Andres<br>Rollen B. Guivac  | CES, OIC-NEAPR Director<br>OIC-CLMD<br>SEPS<br>Nurse II                                 |
| Program Owners/Focals          | Chair: Denia Tarnate<br>Co-Chair: Corazon S. Alos   | EPS, CLMD<br>SPED & MEP Focals  |
| Welfare Officers               | Chair: Dra. Angie Calatan<br>Co-Chair: Rollen B. Guivac<br>Member: CynthiaV. Harada   | Medical Officer IV<br>Nurse II<br>DM II   |
| Logistics Officers             | Chair: Daisy P. Eswat<br>Co-Chair: Randolph Flynn B. Daculog<br>Member: Letecia M. Ramos  | AO V<br>AO IV<br>ADA VI   |
| Monitoring and Evaluation      | Chair: Clemente D. Bandao<br>Co-Chair: Representative, QAD  | Officer-In-Charge, QAD  |
| Trainers/Learning Facilitators | Chair: Corazon S. Alos<br>Co-Chair: Denia O. Tarnate<br>Members: Patricio T. Dawaton<br>Asterio C. Madalla<br>Alfredo B. Lanas<br>Bryan A. Hidalgo<br>Thelma Dalay-on | EPS, CLMD<br>EPS, CLMD<br>EPS, CLMD<br>EPS, CLMD<br>EPS, CLMD<br>EPS, CLMD<br>EPS, CLMD |
| Resource Persons               | Chair: Georgina C. Ducayso<br>Co-Chair: Elizabeth T. Calbayan   | EPS<br>TAS  |
| Documenters/ Secretariat       | Chair: Benjamin M. Dio-al<br>Co-Chair: Jeremy Kermit B. Padilla<br>Members: Fely Badival<br>Jonalyn C. Ambrona<br>Rushel A. Alingbas                                  | EPS, CLMD<br>ADAS II<br>Librarian II<br>EPS, CLMD<br>ADAVI                              |



Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region  
 Wangal, La Trinidad, Benguet

Enclosure 3 of RM No. 136

**ACTIVITY MATRIX**

**LIMITED FACE - TO - FACE WORKSHOP ON DIGITALIZATION OF LEARNING  
 RESOURCES FOR LEARNERS WITH SPECIAL EDUCATION NEEDS (LSENs) AND  
 ARABIC LANGUAGE AND ISLAMIC VALUES EDUCATION (ALIVE) CLASSES**

| Date and Time              | Session Title   | Resource Speaker                                    | Facilitator                               | Secretariat/<br>Technical Support                                |
|----------------------------|---|---|---|--|
| <b>Day 0: May 23, 2022</b> |   |   |   |  |
| 2:00 – 3:30                | <b>Check-in/<br/>Registration &amp;<br/>Preparation</b>                                 |   |   |  |
| 3:31 – 4:00                | Opening Program   |   |   |  |
| 4:01 – 5:30                | Orientation on the flow of the three – day activity                                     |   | Corazon Alos & Denia Tarnate<br>EPS, CLMD | Benjamin M. Dio-al<br>EPS, CLMD                                  |
| <b>Day 1: May 24, 2022</b> |   |   |   | Jeremy Kermit Padilla<br>ADAS II                                 |
| 8:00 – 8:15                | <b>Registration and Preparation</b>   |   |   |  |
| 8:16–8:45                  | <b>Preliminaries</b>  | Assigned SDO  |   | Jonalyn C. Ambrona   |
| 8:46 – 12:00               | Inventory of LRs  | Asatidz:<br>Corazon Alos<br><br>SPED: Denia Tarnate |   | Fely Badival<br>Librarian II<br><br>Rushel A. Alingbas<br>ADA VI |
| 12:01 – 1:00               | <i>Lunch Break</i>  |   |   |  |
| 1:01 – 3:00                | Tips in the Development of Modules/LAS and videos using the uploaded learning resources | Elizabeth Calbayan                                  | Patricio Dawaton                          |  |
| 3:01 – 3:15                | Open forum  |   |   |  |
| 3:16 – 5:00                | Workshop on the Development of Modules/LAS/Videos                                       | Training Team                                       |   |  |
| 5:01 – 6:00                | Checking of outputs   | Training Team                                       |   |  |



Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region  
 Wangal, La Trinidad, Benguet

|                              |  |   |                        |  |
|------------------------------|--|---|------------------------|--|
|                              | for the day  |   |                        |  |
|                              |  |   |                        |  |
| <b>Day 2: April 21, 2022</b> |  |   |                        |  |
| 8:00 – 8:30                  | Preliminaries  | Assigned SDO  |                        |  |
| 8:31 – 12:00                 | Continuation of Workshop on the Development of Modules/LAS/Videos  | Training Team   | Alfred Lanas<br>EPS    | Jeremy Kermit<br>Benjamin M. Dio-al<br>EPS, CLMD |
| 12:01 – 1:00                 | <i>Lunch Break</i>   |   |                        | Jeremy Kermit<br>Padilla<br>ADAS II              |
| 1:01 – 5:00                  | Continuation of Workshop on the Development of Modules/LAS/Videos  | Training Team   | Asterio Madalla<br>EPS | Jonalyn C. Ambrona                               |
| 5:00 – 6:00                  | Checking of outputs for the day  |   |                        | Fely Badival<br>Librarian II                     |
|                              |  |   |                        | Rushel A. Alingbas<br>ADA VI                     |
| <b>Day 3: April 22, 2022</b> |  |   |                        |  |
| 8:00 – 8:30                  | Preliminaries  | Assigned SDO  |                        |  |
| 8:31 – 10:00                 | Presentation of sample outputs (Modules/LAS/Videos)  | Georgina Ducayso<br>EPS<br>&<br>Elizabeth Calbayan<br>TAS | Jonalyn Amrona<br>EPS  | Benjamin M. Dio-al<br>EPS, CLMD                  |
| 10:01 – 12:00                | Continuation of Workshop on the Development of Modules/LAS/Videos (Guided by the suggestions during the presentation of outputs) | Training Team   | Bryan Hidalgo<br>EPS   | Jeremy Kermit<br>Padilla<br>ADAS II              |
| 12:01 – 1:00                 | <i>Lunch Break</i>   |   |                        | Jonalyn C. Ambrona                               |
| 1:00 – 3:00                  | Continuation of Workshop on the  |   | Denia Tarnate          | Fely Badival<br>Librarian II                     |
|                              |  |   |                        | Rushel A. Alingbas<br>ADA VI                     |



Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
Wangal, La Trinidad, Benguet

|             |                                   |  |                                |  |
|-------------|-----------------------------------|--|--------------------------------|--|
|             | Development of Modules/LAS/Videos |  | Corazon Alos<br>Thelma Dalayon |  |
| 3:01 – 4:00 | Presentation of Outputs           | One for Asatidz;<br>2 for SPED Group                 |                                |  |
| 4:01 – 4:30 | Ways Forward                      | Denia Tarnate<br>Corazon Alos<br>Georgina<br>Ducayso |                                |  |
| 4:31 – 5:00 | Closing Program                   |  |                                |  |