



Republic of the Philippines  
**Department of Education**  
 REGION I

Office of the Regional Director

REGIONAL MEMORANDUM  
 No. **198**, s. 2020

03852

**CAPACITY BUILDING FOR REGIONAL LEARNING FACILITATORS ON  
 THE CONDUCT OF ONLINE SESSIONS**

To: Schools Division Superintendents

1. The growing demand for online professional development courses amidst the coronavirus global pandemic prompted the Department of Education Regional Office 1 through the Human Resource Development Division (HRDD) to implement the Capacity Building on the Conduct of Online Sessions on the following dates:

Batches	Day 1	Day 2
Batch 1	April 29 (9:00 AM)	April 30 (9:00 AM)
Batch 2	April 29 (2:00 PM)	April 30 (2:00 PM)
Batch 3	April 30 (9:00 AM)	May 4 (9:00 AM)
Batch 4	April 30 (2:00 PM)	May 4 (2:00 PM)

2. This activity aims to engage the Regional Learning Facilitators on the use of online platforms and other modalities to ensure continuous workplace learning and transfer of essential information contributory to the effective delivery of basic education services.

3. The Schools Division Offices (SDOs) are requested to advise the learning facilitators (refer to the attached list) to register on or before April 27 using the following links:

Batch 1	<a href="https://deped.in/WFHOnlineSessionLF1">deped.in/WFHOnlineSessionLF1</a>
Batch 2	<a href="https://deped.in/WFHOnlineSessionLF2">deped.in/WFHOnlineSessionLF2</a>
Batch 3	<a href="https://deped.in/WFHOnlineSessionLF3">deped.in/WFHOnlineSessionLF3</a>
Batch 4	<a href="https://deped.in/WFHOnlineSessionLF4">deped.in/WFHOnlineSessionLF4</a>

4. The registered participants are advised to download the Microsoft Teams application on their laptops and log in 10-15 minutes before the scheduled time.

5. Identified participants who are not available on the scheduled dates of the above-mentioned online sessions shall be replaced by another Learning Facilitator from the SDO.


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6. Should the session be recorded, please do take note of the following:
- a. Views expressed are personal and do not in any way represent the views of the Department of Education Regional Office 1 and the SDOs.
  - b. The recording is for personal viewing only and not to be shared or posted for public access without the express permission from the Human Resource Development Division (HRDD) in compliance with Data Privacy Act of 2012 (RA 10173).
6. Immediate dissemination of this Memorandum is desired.

  
**TOLENTINO G. AQUINO**  
Director III  
Officer-In-Charge  
Office of the Regional Director

Encl.: As stated.  
Reference: None  
To be indicated in the Perpetual Index  
Under the following subjects:

EDUCATION  
SEMINARS

SCHOOL  
TRAINING PROGRAMS

DEPED REGIONAL OFFICE I  
**RELEASED**

APR 25 2020

BY: 

HRDD/DCB/mtb/RM023  
April 23, 2020