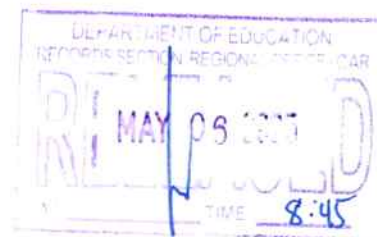




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



5 May 2025

REGIONAL MEMORANDUM

No. 307.2025

**DATA GATHERING AND CONSULTATION ON THE
DEVELOPMENT OF LEARNER'S HANDBOOK**

To: Assistant Regional Director
Schools Division Superintendent
Regional and Division Youth Formation Coordinators
School Heads
All Others Concerned

1. The Operations Strand and the Bureau of Learner Support Services (BLSS), through the Youth Formation Division (YFD) and Learner Rights and Protection Division (LRPD), will conduct a Data Gathering and Consultation on the Development of the Learners' Handbook via Microsoft Forms from **May 1 to 30, 2025**.
2. The handbook shall serve as a key reference for understanding school policies, academic procedures, and support systems, ensuring that learners are well informed and equipped giving them active role in learning while fostering a sense of community and belonging within the school environment.
3. In line with this, the Schools Division Offices are requested to cascade the data gathering and consultation tool to all learners in the region and ensure their meaningful participation. The tool can be accessed via: <https://tinyurl.com/DataGathering-Handbook>.
4. For questions and/or concerns, kindly contact the BLSS-OD through email at blss.od@deped.gov.ph (cc: blss.yfd@deped.gov.ph).
5. Immediate dissemination and compliance to this Memorandum is desired.


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

ESSD/GCD/dst



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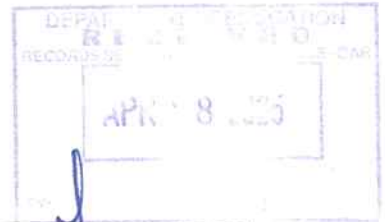
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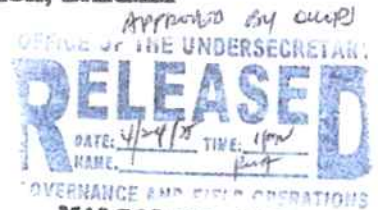
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS



MEMORANDUM

DM-OUOPS-2025-10-0244

FOR : Regional Directors
Minister, Basic, Higher, and Technical Education, BARM
Regional Youth Formation Coordinators
School Division Superintendents
Division Youth Formation Coordinators
All Others Concerned



FROM : MALCOLM S. GARMA
Assistant Secretary, Officer-in-Charge
Office of the Undersecretary for Operations

MALCOLM S. GARMA
Assistant Secretary, Officer-In-Charge,
Office of the Undersecretary for Operations

SUBJECT : DATA GATHERING AND CONSULTATION ON THE
DEVELOPMENT OF LEARNERS' HANDBOOK

DATE : April 25, 2025

In support to the Department of Education's 5-point agenda, the Operations Strand and the Bureau of Learner Support Services (BLSS), through the Youth Formation Division (YFD) and Learner Rights and Protection Division (LRPD), intends to conduct a **Data Gathering and Consultation on the Development of the Learners' Handbook** via **Microsoft Forms** from **May 1 to 30, 2025**.

The Learners' Handbook to be developed shall serve as a key reference for understanding school policies, academic procedures, and support systems, ensuring that learners are well-informed and equipped to navigate their educational journey. With a focus on accessibility and clarity, the handbook empowers learners to take an active role in their learning while fostering a sense of community and belonging within the school environment.

Specifically, this data gathering and consultation aims to:

- reevaluate and refine the drafted outline of the Learners' Handbook to ensure it effectively addresses pressing needs, emerging issues, and learners' concerns;
- gather and analyze additional data from field offices to enhance the scope and relevance of the handbook's content, ensuring it is practical, inclusive, and adaptable for nationwide implementation; and
- prepare a comprehensive report consolidating all relevant data, insights, and stakeholder inputs, which will serve as a foundational resource for the upcoming writeshop activity.

In line with the ongoing development of the handbook, the Operations Strand kindly requests the support of all Regional Offices and Schools Division Offices in cascading the data gathering and consultation tool to all learners nationwide. This initiative aims to ensure their meaningful participation and gather valuable insights during the data collection phase. The tool can be accessed via: <https://tinyurl.com/DataGathering-Handbook>.

For questions and/or concerns, your staff may contact the BLSS-OD through email at blss.od@deped.gov.ph (cc: blss.yfd@deped.gov.ph).

For your information and appropriate action.

Thank you.

[BLSS-YFD/MGM]