



Republic of the Philippines

Department of Education

REGION V

SCHOOLS DIVISION OFFICE OF CATANDUANES



1 August 2023

DIVISION MEMORANDUM

No. 29 s. 2023

**DIVISION ORIENTATION- WORKSHOP ON THE IMPLEMENTATION OF  
ALTERNATIVE DELIVERY MODE (ADM) AND RELATED LAWS IN  
ELEMENTARY AND SECONDARY SCHOOLS**

TO: Chiefs, CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary and Secondary School Heads

1. Please be informed that there will be a two-day live-out Division Orientation-Workshop on the Implementation Of Alternative Delivery Mode (ADM) and Related Laws in Elementary and Secondary Schools on August 4-5, 2023 (8:00am -5:00pm) at a venue to be announced later.
2. The activity will be conducted by the CID-ADM in coordination with the Youth Formation Development, SGOD of this Division, which aims
  - a. to orient participants on the ADM Implementation and related laws
  - b. for the participants to gain insights how ADM is implemented in schools
  - c. provide technical assistance to School ADM Implementers
2. Participants to the activity are 28 identified ADM Implementers/who intend/s to implement together with all Public Schools District Supervisors/ In-charge of the Districts. School participants and PSDSs are expected to cascade the orientation- workshop in their respective zones/districts before the opening of classes for SY 2023-2024.
3. All participating schools to the Division Orientation-Workshop shall prepare a short presentation on their School ADM Implementation to be shared during the orientation-workshop.
4. Attached are the following:
  - a. Enclosure 1 – List of Participating Schools to be represented by School Heads **or** ADM Coordinator
  - b. Enclosure 2 – Template for the presentation of ADM Implementation
5. Meals (snacks and lunch for 2 days of all participants and travel and other incidental expenses of trainers/facilitators are chargeable against FLO-ADM Fund while travel and other expenses of the school participants shall be charged to local funds or School MOOE subject to usual accounting and auditing rules and regulations.

6. Teacher- participants shall also be granted 2 -day service credits for Friday and Saturday attendance while non- teaching shall be granted 1-day COC for their Saturday attendance per CSC and Joint Circular No. 2 s. of 2004.
7. For information, guidance and compliance.

By the Authority of the Office of the Schools Division Superintendent

  
**MA. LUISA T. DELA ROSA**  
Assistant Schools Division Superintendent

as stated

To be indicated in the perpetual Index under the following subjects:  
DIVISION ORIENTATION- WORKSHOP ON THE IMPLEMENTATION OF ALTERNATIVE DELIVERY MODE (ADM) AND  
RELATED LAWS IN ELEMENTARY AND SECONDARY SCHOOLS

JTT/ DM

0035 /August 1, 2023



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Enclosure No. 1

**LIST OF PARTICIPATING SCHOOLS**

1	Catanduanes National High School	Virac North
2	Calatagan High School	Virac North
3	Buyo Integrated School	Virac North
4	Antipolo National High School	Virac South
5	Hawan National High School	Virac South
6	Magnesia National High School	Virac South
7	Palta National High School	Virac South
8	San Andres Vocational School	San Andres East
9	Lictin Integrated School	San Andres East
10.	Cabungahan Elementary School	San Andres West
11.	Bato Rural Development High School	Bato East
12.	Bato Central Elementary School	Bato East
13.	Bote Integrated School	Bato East
14.	Cabugao Integrated School	Bato West
15.	San Miguel Rural Development High School	San Miguel South
16.	SMRDHS- Mabato HS -Annex	San Miguel North
17.	Baras Rural Development High School	Baras South
18.	Gigmoto Rural Development High School	Gigmoto
19.	Sicmil Integrated School	Gigmoto
20.	Viga Rural Development High School	Viga West
21.	San Jose National High School	Viga West
22.	Caramoran Rural Development High School	Caramoran North
23	Tubli National High School	Caramoran North
24.	San Jose Elementary School	Caramoran North
25.	Milaviga Integrated School	Caramoran South
26. .	Supang-Datag National High School	Caramoran South
27.	Pandan School of Arts and Trade	Pandan West
28.	Leandro I Verceles Sr. NHS	Pandan East

**Other Participants:** All Public Schools District Supervisors/ In-Charge of the Districts

**Management Team and Training Staff**

Socorro V. Dela Rosa, CESO V	Schools Division Superintendent
Ma. Luisa T. Dela Rosa	Asst. Schools Division Superintendent
Romel G. Petajen	CID Chief Education Supervisor
Mary Jean S. Romero	SGOD Chief Education supervisor
Jesslyn T. Taway	EPS-LRMDS/ Division SADM Coordinator
Peachie Roshele T. Chavez	Librarian II
Rosario B. Vegim	PDO I -Youth Formation Development, SGOD
Maria B. Vegim	Head Teacher I/OIC-Principal II, Milaviga IS
Salvador I. Flores	Head Teacher I, Bato RDHS
Hazel Grace T. Vargas	Senior HS Teacher III, CNHS
Joseph Glenn C. Alintana	Teacher III, CNHS

Enclosure No. 2

**TEMPLATE FOR THE PREPARATION OF POWER POINT PRESENTATION**

The School Head or School ADM Coordinator should prepare a power point presentation capturing the implementation details per modality following the template below:

ADM (OHSP, NHS, MISOSA, IMPACT, SII,etc)	Reason/s for Impleme nting	Number of Learners			Significant Accomplishments	Issues/Concerns/ Challenges	Comments/ Recommendations
		Grade Level	Male	Female			

Guide Questions in preparing school power point presentation:

1. How is the program being implemented in your school?
2. What steps did you take to ensure the program’s success?
3. How does your school ensure that ADM is effectively implemented as a viable and desired alternative to the conventional school program, particularly for school leavers and those at risk of dropping out?
4. What conclusions can you draw from your experience about the implementation of ADM among learners in your school?
5. What factors contribute to the program’s successful implementation? What is impeding it’s success?
6. What components of the program require improvement?
  - a. Process of Application
  - b. Program Implementer
  - c. Class Organization and Program Schedule
  - d. Learning delivery Modality and Teaching Strategy
  - e. Evaluation and Assessment of Learner’s Performance
  - f. Teaching and Learning Resources
  - g. Program Support
  - h. Program Monitoring and Evaluation
  - i. Advocacy and Promotion

Which program modality/modalities of ADM need to be improved to make it responsive to learners?

*Note: Pictorials may also be added in the presentation.*