



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

25 September 2024

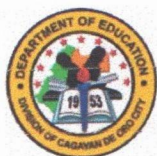
DIVISION MEMORANDUM
No. 733 s.2024

RE-ORIENTATION OF SCHOOL HEADS AND SCHOOL COORDINATORS
ON THE POLICY IMPLEMENTATION GUIDELINES OF THE
ALTERNATIVE DELIVERY MODE (ADM)

To: Assistant Schools Division Superintendent
Chiefs, CTD and SGOD
Curriculum and Teaching Division Personnel
School Heads and Coordinators of ADM Implementing Schools
This Division

1. The Department of Education Division of Cagayan de Oro through the Curriculum Teaching Division will conduct a **Re-orientation of School Heads and School Coordinators on the Policy Implementation Guidelines of the Alternative Delivery Mode (ADM)** on September 28, 2024 at Pearlmont Hotel, Cagayan de Oro City
2. The participants are School Administrators and School Coordinators of the ADM-OHSP implementing schools. Enclosure No.1 enumerates the names of schools, facilitators, and TWG members. Enclosure No.2 presents the Matrix of the training.
3. Service credits for teachers, school heads and Compensatory Time Off(CTO) for Division personnel shall be granted upon submission of complete set of required documents.
4. In the adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment shall be accorded to all participants regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
5. Immediate compliance with this Memorandum is desired.

ROY ANGELO E. GAZO
Schools Division Superintendent



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Encl.: As stated

Reference: None

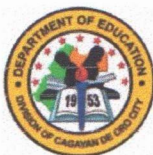
To be indicated in the Perpetual Index
under the following subjects:

ADM OPEN HIGH SCHOOL PROGRAM

SCC / DM – re-orientation of school heads and school coordinators on the policy implementation

Guidelines of adm

September 25, 2024



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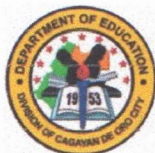
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Enclosure 1

NUMBER OF PARTICIPANTS

#	Name of School	# of School Heads	# of ADM Coordinators	Total
1	Cugman NHS	1	1	2
2	East Gusa NHS	1	1	2
3	Agusan NHS	1	1	2
4	Balubal NHS	1	1	2
5	Bugo NHS	1	1	2
6	Puntod NHS	1	1	2
7	CDONHS-JHS	1	1	2
8	Lumbia NHS	1	1	2
9	Tumpagon NHS	1	1	2
10	Mambuaya NHS	1	1	2
11	Carmen NHS	1	1	2
12	Baikingon NHS	1	1	2
13	Bulua NHS	1	1	2
14	Canitoan NHS	1	1	2
15	Pagatpat NHS	1	1	2
16	PNROA NHS	1	1	2
17	Iponan NHS	1	1	2
18	Lapasan NHS	1	1	2
19	Macabalan NHS	1	1	2
20	San Simon NHS	1	1	2
21	Hazel Sambrano		TWG(Attendance, Certificates)	1
22	Syville Niño Dumanon		TWG- IT	1
23	Public School District Supervisors(PSDS)		Merida, Ramos, Andrade, Recamadas, Baylon, Yañez, Orangot, Gochuco, Felisilda, Arnejo,	10
24	Speakers/Facilitators		M.Dal, D.Labadan, R.Megollas, R.Aclo	4
26	Education Program Supervisors(EPS)		TWG (Lucman, Mingo, Sumanda, Eluna)	4
			TOTAL	60 pax



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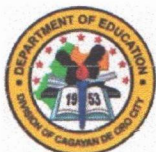
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Enclosure 2

Training Matrix

Date: September 28, 2024

Time	Topic/ Activities	Speaker/Facilitator
7:30-8:30 AM	Preliminaries/MOL Registration/Attendance House Rules Presentation of Participants	EMCEE/IT TWG Norma Delima, Principal Brenda Galarpe, Principal
8:30-9:30 AM	Messages	Dr. Roy Angelo E. Gazo, SDS Dr. Audie S. Borres, ASDS Dr. Jean S. Macasero, CTD Chief
9:30-11:00 AM	Topic: Review on the Different Programs of ADM	Sylvio Carciller, Div ADM Focal
11:00-12:00 NN	Topic: Revisitation of ADM-OHSP Implementing Guidelines	Marino Dal, RO ADM Focal
12:00-1:00 PM	Lunch Break	Lunch Break
1:00-2:00 PM	Topic: Issues and Concerns of ADM Implementation	Romeo Aclo, EPS/SGOD
2:00-3:00 PM	Topic: Tagging of ADM learners in the LIS	Rodel Megollas, Planning Officer
3:00-4:00 PM	Topic: ADM Tracer of learners and Sharing of success stories.	Danny Labadan, Principal
4:00-5:00 PM	OPEN FORUM Election of Interim ADM Officers Distribution of Certificates CLOSING PROGRAM	Juan Mingo Evelyn Sumanda Helen Lucman



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