

7496



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

June 21, 2023

REGIONAL MEMORANDUM

No. **629**, s. 2023

**PLANNING CONFERENCE OF THE REGION VIII ALTERNATIVE
DELIVERY MODES (ADM) COORDINATORS**

To: Schools Division Superintendents
All Others Concerned

1. This Office, through the Curriculum and Learning Management Division (CLMD), shall conduct a Planning Conference of the Region VIII ADM Coordinators on August 24-25, 2023 at a venue to be announced on a separate issuance. This activity will be hosted by Leyte Division.
2. The activity aims to:
 - a) discuss the regional and division ADM-based activities based on the approved Work and Financial Plans;
 - b) provide technical assistance on the development and implementation of the ADM-based activities and the crafting of the WFP in the Program Management Implementation System (PMIS);
 - c) discuss the requirements and activities for the conduct of the ADM Summit and ADM Program Implementation Review (PIR); and
 - d) develop ADM monitoring tool and ADM Summit and PIR Report templates.
3. The participants are the Regional and 13 Division ADM Coordinators or alternate focal persons and one CLMD staff. They are to confirm their attendance by registering through the link **<https://bit.ly/ADMPlanCon>**.
4. The participants shall bring a copy of the approved Division ADM WFP for presentation and submission, laptops, and necessary data or information with regards to the ADM implementation in the division.
5. The expenses relative to this activity such as board and lodging shall be charged to the ADM Program Support Fund, which shall be downloaded to SDO Leyte with an amount of Sixty Thousand Pesos (Php 60,000.00), while the travel and incidental expenses of the participants to their respective ADM PSF and/or local funds subject to the usual accounting and auditing rules and regulations.



Address: Government Center, Candahug, Palo, Leyte
Telephone No.: (053) 832-5738
Email Address: region8@deped.gov.ph
Website: <https://region8.deped.gov.ph>

6. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director 

Enclosures: Activity Matrix

References: ADM WFP

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

ADM

CONFERENCE

PLANNING

CLMD-RRT



Address: Government Center, Candahug, Palo, Leyte

Telephone No.: (053) 832-5738

Email Address: region8@deped.gov.ph

Website: <https://region8.deped.gov.ph>

Enclosure to the Regional Memorandum No. _____, s. 2023

ACTIVITY MATRIX

Schedule	Activity	Responsible Person(s)
Day 0 (August 23, 2023) 2:00 – 3:00 pm 3:00 – 5:00 pm	Arrival and Registration Opening Program National Anthem Prayer DepEd R8 Hymn Quality Policy Statement Welcome Remarks Activity Objectives and Acknowledgement of Participants Activity Matrix (Meals: Dinner)	ADM Coordinators – RO and SDO Leyte
Day 1 (August 24, 2023) 8:00 am – 12:00 pm 1:00 – 3:00 pm 3:00 – 5:00 pm	Presentation of the Regional and Division ADM WFPs (15 minutes per WFP) Provision of technical assistance on the WFP crafted and activities' implementation Discussion of activities and requirements for the ADM Summit and PIR Development of ADM Summit and PIR Report templates (Meals: Breakfast, Lunch, Dinner, and 2 Snacks)	ADM Coordinators
Day 2 (August 25, 2023) 8:00 am – 12:00 pm 1:00 – 5:00 pm	Development of ADM Implementation Monitoring Tool Closing Program Impression Next Steps Giving of Certificates Closing Prayer (Meals: Breakfast, Lunch, and 2 Snacks)	ADM Coordinators ADM Coordinators – RO and SDO Leyte



Address: Government Center, Candahug, Palo, Leyte

Telephone No.: (053) 832-5738

Email Address: region8@deped.gov.ph

Website: <https://region8.deped.gov.ph>