



June 13, 2025

DIVISION MEMORANDUM


No. 250 s. 2025

To : Assistant Schools Division Superintendent
CID Chief
EPS's/PSDS's
School Heads (Secondary)
OHSP/RFS Coordinators
All Other Concerned

DIVISION ORIENTATION-WORKSHOP ON ESTABLISHMENT OF OPEN HIGH SCHOOL, RURAL FARM SCHOOL, ADMINISTRATION OF INDEPENDENT LEARNING READINESS TEST (ILRT), AND ALTERNATIVE DELIVERY MODE (ADM) UPDATES

1. In reference to DepEd Order No. 54, s. 2012 on the Implementation of Alternative Delivery Mode (ADM) and DepEd Order No. 1, s. 2024 which authorizes the implementation of flexible learning modalities, particularly for those with limited opportunities to attend regular day schools; this Schools Division shall conduct the two(2)-day live-out **"DIVISION ORIENTATION-WORKSHOP ON ESTABLISHMENT OF OPEN HIGH SCHOOL, RURAL FARM SCHOOL AND ADMINISTRATION OF INDEPENDENT LEARNING READINESS TEST (ILRT) AND ALTERNATIVE DELIVERY MODE (ADM) UPDATES"** on **July 10-11, 2025**. The venue will be announced later.
2. This training aims the following:
 - a. Address challenges on access, congestion and other situations/circumstances which prevent children from going to and staying in school,
 - b. Capacitate school leaders on the establishment of OHSP & RFS, and ADM programs/initiatives,
 - c. Develop a school plan on ADM implementation.
3. The participants are selected secondary school heads (see the attached list) and selected division personnel. Participants are expected to bring their own laptop and extension wire.
4. **No registration fee.** Foods, accommodation and other incidental expenses of the participants shall be charged against the Flexible Learning Option (FLO) / ADM Funds downloaded to the division office.
5. Immediate dissemination of and strict compliance with this Memorandum are desired.




MARGARITO A. CADAYONA, JR. PhD, CESO VI
OIC - Schools Division Superintendent

Address: P2 Brgy. Hamorawon, Calbayog City, Samar
Email Address: calbayogcity@deped.gov.ph
Website: <https://calbayogcity.deped.gov.ph/>



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

March 5, 2025

Dr. RENATO S. CAGOMOC

Chief, Curriculum Implementation Division
Department of Education Calbayog City Division
Calbayog City, Samar

Attention **GERALDINE SUMBISE**
Focal Person

Sir:

Respectfully sending you a copy of Sub-Allotment Release Order (Sub-ARO)

Reference:	RO-8-25-00153
Program:	(FLO-ADM) Flexible Learning Options-Alternative Delivery Mode (ADM)
Purpose:	Transfer of Program Support Fund for the implementation of the Alternative Delivery Modes (ADM)
Amount	Php 69,600.00
Validity:	December 31, 2026
Description:	Current Appropriation
Attachment/s	Sub-ARO, Regional Letter with matrix, Regional Memorandum

For the implementation and utilization of the above stated fund, the focal person or the Program Coordinator is advised to follow the policy guidelines and required to comply the following:

- ☒ a. Approved Work and Financial Plan (Generated from PMIS)
- ☒ b. Budget Proposal / Detailed Budgetary Requirement
- ☒ c. Purchase Request
- ☒ d. Supplemental Project Procurement Management Plan (PPMP)
- ☒ e. Other supporting documents
 - ☐ Travel Reimbursement Documents
 - ☐ Memorandums
 - ☐ Guidelines
 - ☐ Supporting documents

Respectfully yours,

SUNSHINE MARJORIE E. VENTURES
Administrative Officer V (Budget Office III)

Received: _____

Date Received: _____

2/5/25

DepED
MATATAG



Address: P2 Brgy. Hamorawon, Calbayog City, Samar
Email Address: calbayogcity@deped.gov.ph
Website: <https://calbayogcity.deped.gov.ph/>

Received: *gks*
03/05/25

* Forwarded to Nelson R. Bello

(ADM Focal Person)

m March 5, 2025 *g*

Enclosure No. 1



Republic of the Philippines
Department of Education
Schools Division of Calbayog City

Block 2, Brgy. Hantomanon, Calbayog City, Samar 6710
Tel No. PLDT (053) 209-1629 | Globe (053) 533-9516 | Telefax: (053) 209-1629
Website: www.deped.gov.ph | Email: deped@deped.gov.ph

TRAINING MATRIX

**"DIVISION ORIENTATION WORKSHOP ON ESTABLISHMENT OF OPEN
HIGH SCHOOL, RURAL FARM SCHOOL, ADMINISTRATION OF
INDEPENDENT LEARNING READINESS TEST (ILRT), AND ALTERNATIVE
DELIVERY MODE (ADM) UPDATES"**

DAY 1

Registration	(7:00 am – 8:00 am)	- Mrs. Maricel P. Alegria
PART I: PRELIMINARIES	- 8:00 – 8:30 am	- Dr. Rinalyn C. Beso
National Anthem		Multimedia
Prayer		- Multimedia
DepEd Policy Statement		- Multimedia
DepEd Calbayog Hymn		- Multimedia
Attendance Check		- Mrs. Noemi S. Castante PSDS
Statement of Purpose		- Dr. Renato S. Cagomoc Chief, CID
Message		- Dr. Margarito A. Cadayona, Jr., CESO VI OIC - Schools Division Superintendent
Rationale of the Activity		- Dr. Nelson R. Bello EPS

Master of Ceremony:

MRS. MARIA LUZ MURILLO
Principal

PART II: TRAINING PROPER (8:30 am)

Time	Activity
8:30 – 10:30 am	Session I: OVERVIEW OF THE ADM PROGRAM AND UPDATES DR. NELSON R. BELLO EPS – Values / Div. ADM Coordinator
10:30 – 12:00 nn	Session 2: ESTABLISHMENT OF OPEN HIGH SCHOOL PROGRAM MR. MILANER R. OYO-A Principal IV – CCHNS
LUNCH	
1:00 – 2:00 pm	Session 3: ESTABLISHMENT OF RURAL FARM SCHOOL DR. NELSON R. BELLO EPS – Values

2:00 – 4:30 pm	Session 4: ADMINISTRATION, UTILIZATION AND INTERPRETATION OF INDEPENDENT LEARNING READINESS TEST (ILRT) MRS. MARIA LUZ C. MURILLO Principal II – Oquendo NHS
4:30 – 5:00 pm	Wrapping up of Learning DR. RINALYN C. BESO Principal

DAY 2

Time	Activity
8:00 – 8:30 am	MOL
8:00 – 12:00 am	Session 5: CRAFTING THE OHSP/RFS PROPOSAL AND ACTION PLAN DR. NELSON R. BELLO EPS – GMRC/Values
LUNCH	
1:00 – 4:00 pm	Session 6: PRESENTATION AND CRITIQUING OHSP/RFS DOCUMENTS/OUTPUT AND PROPOSAL Per School Head
4:00 – 4:30 pm	Wrapping up of Learning Mrs. Maria Luz C. Murillo Principal
4:30 – 5:00 pm	CLOSING PROGRAM Nationalistic Song Tribute to God Impression Distribution of Certificates Next Steps and Ways Forward– Dr. Nelson R. Bello EPS



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LIST OF PARTICIPANTS

***"DIVISION ORIENTATION WORKSHOP ON ESTABLISHMENT OF OPEN
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INDEPENDENT LEARNING READINESS TEST (ILRT), AND ALTERNATIVE
DELIVERY MODE (ADM) UPDATES"***

A. Division Officials/Personnel

1. Dr. Margarito A. Cadayona, Jr., CESO VI – OIC SDS
2. Dr. Jun-Nilo D. Dulfo – OIC ASDS
3. Dr. Renato S. Cagomoc, CID Chief
4. Dr. Nelson R. Bello – EPS – GRMC/Values

B. School Heads (Secondary)

- | | |
|-----------------------------|--------------------------------------|
| 1. Christopher D. Salino | - Principal (Carayman NHS) |
| 2. Ma. Lourdes Babon | - TIC (Seven Hills – Himalandrog IS) |
| 3. Luz T. Uy | - Principal IV (Bagacay IS) |
| 4. Milaner R. Oyo-a | - Principal IV (CCNHS) |
| 5. Maricel P. Alegria | - TIC (CCNight HS) |
| 6. Cynthia S. Tarrayo | - Principal II (Tabawan IS) |
| 7. Nelca L. Cababat | - Principal (Migara NHS) |
| 8. Felylou Colinares | - TIC (Patong-Happy Valley IS) |
| 9. Romeo R. Castante | - Principal IV (SPNHS) |
| 10. Dr. Myrna C. Pecayo | - Principal (Gadgaran IS) |
| 11. Louie Termo | - TIC (Canjumadac IS) |
| 12. Wilma L. Reyes | - Principal (Trinidad NHS) |
| 13. Ma. Luz C. Murillo | - Principal (Oquendo NHS) |
| 14. Shelyn Jean Garcia | - TIC (Panoypoy IS) |
| 15. Ma. Rona L. Delos Reyes | - TIC (Mag-ubay NHS) |
| 16. Carlo Doinog - | - TIC (Tarabucan NHS) |
| 17. Normel John Manuales | - TIC (Cabatuan NHS) |
| 18. Rolando M. Lacbo | - Principal (Pilar NAHS) |
| 19. Nicolas B. Tarrayo | - HT (Dawo IS) |
| 20. Blesildo Orquin | - Principal II (Macatingog IS) |
| 21. Emelie O. Tarrayo | - Principal III (RLMSF) |
| 22. Dr. Rinalyn C. Beso | - TIC (San Joaquin NHS) |
| 23. Liza T. San Pedro | - TIC (Malaga NHS) |
| 24. Sonia Cupla | - HT (Pena I NHS) |



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MANAGEMENT TEAM / FACILITATORS & PARTICIPANTS

***"DIVISION ORIENTATION-WORKSHOP ON ESTABLISHMENT OF OPEN
HIGH SCHOOL, RURAL FARM SCHOOL, ADMINISTRATION OF
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**A. TRAINING MANAGEMENT TEAM/FACILITATORS-RESOURCE
SPEAKERS:**

Consultant : **Dr. Margarito A. Cadayona, Jr., CESO VI** – OIC SDS
Asst. Consultant : **Dr. Jun-Nilo D. Dulfo** – OIC ASDS
Chairman (Program Implementation & Monitoring)
: **Dr. Renato S. Cagomoc** – Chief, CID
TWG Chairman : **Dr. Nelson R. Bello** - EPS-EsP/Guidance

B. FACILITATORS/RESOURCE SPEAKERS:

- (1) **Dr. Nelson R. Bello** – EPS – Values/Div. ADM Coordinator
- (2) **Mr. Milaner R. Oyo-a** – Principal IV – CCNHS
- (3) **Mrs. Maria Luz C. Murillo** – Principal - ONHS

C. TWG:

- (1) **Dr. Rinalyn C. Beso** – Principal - SJNHS
- (2) **Mrs. Christopher Salino** – Principal – Carayman NHS
- (3) **Mrs. Maricel P. Alegria** – School Head – Ccnight NHS