



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

September 19, 2023

REGIONAL MEMORANDUM

No. **991**, s, 2023

REGIONAL ALTERNATIVE DELIVERY MODES (ADM) SUMMIT 2023

To: Schools Division Superintendents
 Regional Office Division Chiefs
 Public Elementary and Secondary School Heads
 All Others Concerned

1. This Office, through the Curriculum and Learning Management Division (CLMD) and in coordination with the Schools Division of Calbayog City as the host, shall conduct the Regional ADM Summit 2023 on October 25 – 27, 2023 in Calbayog City, Samar. The specific venue will be announced on a later issuance.
2. The activity aims to:
 - a) advocate the school implementation of the ADM that leads to an ADM one-stop-shop school;
 - b) highlight and share success stories and accomplishments in the implementation of the ADM;
 - c) benchmark the best practices from the SDOs and ADM-implementing schools; and
 - d) strengthen the ADM implementation through launching of regional and division interventions and innovations;
3. Attached are the list of participants, activity matrix, and mechanics, for reference.
4. A planning conference will be conducted by the regional and host division Technical Working Group on October 6, 2023 at SDO Calbayog City to discuss the preparations and conduct of the ADM Summit.
5. The board and lodging, activity kits, advocacy materials, supplies and other activity-related expenses shall be charged to the ADM Program Support Fund (PSF) per SARO No. OSEC-8-23-2564, for which an amount of Five Hundred Fifty Two Thousand Pesos (Php 552,000.00) shall be downloaded to the SDO Calbayog City to cover such, while the travel and incidental expenses of the participants for the summit and planning conference to their respective local funds, ADM PSF, or other sources subject to the usual accounting and auditing rules and regulations. Likewise, from the ADM PSF, an amount of Three Thousand Pesos (Php 3,000.00) shall be downloaded to the 13 SDOs to cover for the supplies and resources that will be incurred for the ADM Summit Exhibit.



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

for **EVELYN R. FETALVERO, CESO IV**
Regional Director *✕*

Enclosures: As stated

References: None

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

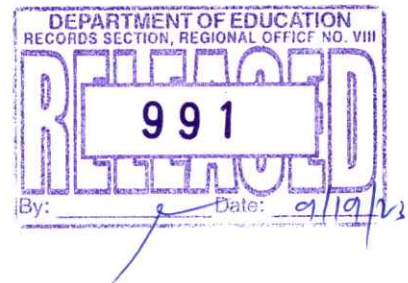
ADM

ADVOCACY

CONVERGENCE

SUMMIT

CLMD-RRT



Enclosure No. 1 to the Regional Memorandum RM No. **991**, s. 2023**List of Expected Participants****I. Expected participants**

Office	Number of Participants	Participants
Regional Office	11	Regional Director Assistant Regional Director CLMD Chief Regional ADM Coordinator and Alternate Focal person Regional and Division TWG
Schools Division	8 per Division	Schools Division Superintendent (SDS) or Assistant SDS CID Chief Division ADM Coordinator and Alternate Focal person 4 selected School Heads, Head Teachers, or school ADM Coordinators (<i>preferably 2 Elementary and 2 Secondary</i>)
Total No. of Participants = 115		

II. Participants' Arrangement

Day	Accommodation	Breakfast	AM Snack	Lunch	PM Snack	Dinner
0	/	x	x	x	x	/
1	/	/	/	/	/	/
2	x	/	/	/	/	x



Enclosure No. 2 to the Regional Memorandum RM No. **991**, s. 2023**Regional ADM Summit 2023 Activity Matrix**

Day / Date	Activity
0 (October 25, 2023)	Arrival and Registration of Participants
	Setting up of exhibit/display booths
	Submission and testing of video presentation
1 (October 26, 2023)	Opening Program
	Phil. Natl. Anthem, Prayer, DepEd Mission, Vision, Core Values, and Quality Policy Statements, DepEd Region 8 Hymn
	8:00 am – 10:30 am Acknowledgement of Participants, Welcome Remarks, Summit Objectives and Proceedings
	Messages
	Opening of Exhibit
	Exhibit Proper
10:30 am – 11:00 am	The Region 8 ADM Journey
11:01 am – 12:00 pm	SDO ADM Presentation of Best Practices (Batch 1)
12:00 pm – 1:00 pm	Lunch
1:01 pm – 2:00 pm	Success Story 1 of ADM Graduate (from Calbayog City)
2:01 pm – 3:30 pm	SDO ADM Presentation of Best Practices (Batch 2)
3:31 pm – 5:00 pm	Parallel Session: ADM School's Best Practices and Mechanisms (3 Breakout Rooms)
2 (October 27, 2023)	Management of Learning
	8:00 am – 9:30 am Parallel Session: ADM School's Best Practices and Mechanisms (3 Breakout Rooms)
9:31 am – 10:30 am	SDO ADM Accomplishment Report / Sharing / Presentation of Best Practices (Batch 3)
11:00 am – 12:00 pm	Success Story 2 of ADM Graduate/Teacher
12:00 pm – 1:00 pm	Lunch
1:01 pm – 2:30 pm	Launching of ADM Innovations / Interventions
2:30 pm – 5:00 pm	Closing Program



Enclosure No. 3 to the Regional Memorandum RM No. **991**, s. 2023

Regional ADM Summit 2023 Mechanics

I. ADM Summit Exhibit

1. Each Schools Division shall exhibit their best practices, success stories, and other highlights of accomplishments of the ADM implementation.
2. This shall be done through poster presentation and pamphlets/leaflets/brochures.
3. The divisions are free on the design and number of pamphlets/leaflets/brochures
4. The Poster presentation shall be mounted on an X-stand that shall be provided by the TWG.
5. There shall be one piece poster in vertical (portrait) tarpaulin layout, with 5 ft x 2 ft dimension.
6. The poster should include information of accomplishments from all ADM-implementing schools and other relevant information on the SDO's accomplishments on ADM implementation from 2019 to present.
7. The poster must utilize purposeful graphics and visuals, readable from 10 feet away, and must have a clean and consistent layout, and attractive design.
8. The use of bullets, numbering, and headlines and the effective use of text font, size variations, colors, and graphics shall be considered.
9. A table will be provided by the TWG which the Division can decorate and place the pamphlets/leaflets/brochures and other items.
10. The exhibit is open in the whole duration of the Summit.

II. ADM Summit Division Presentations

1. Each Schools Division shall present their best practices, success stories, and other highlights of accomplishments of the ADM implementation.
2. This shall be done through a video presentation, with a maximum play time of 10 minutes.
3. The video should be concise and should be focused on the topic and convey the required information.
4. The use of bullets, numbering, and headlines and the effective use of font, colors, audio, and graphics shall be considered.
5. Prior to the video presentation, this shall be introduced orally to the audience. A maximum of 2 minutes will be allotted for such.

III. ADM Summit School Presentations

1. Each ADM-implementing school shall present their best practices, success stories, and other highlights of accomplishments, as well as other relevant information, in the ADM implementation.
2. The School Head, Head Teacher, or School ADM Coordinator as the presenter may use any multimedia tool or application for the presentation.
3. A maximum of 10 minutes shall be allotted for the presentation and followed by a 10-minute open forum.
4. It is highly encouraged that presenters must have a back-up copy of the presentation in an online drive and/or flash drive. The presenter may use own laptop during the presentation.



5. The presentation will be conducted during the Parallel Session with the following SDO and ADM groupings. The Division ADM Coordinator must submit the name(s) of the presenter and the school to the TWG on or before October 6, 2023.

Room Number	ADM	Divisions of the School Presenters
Room 1	OHSP	Borongan City, Leyte, and Samar
	NiHS	Baybay City and Ormoc City
	SII	Biliran, E. Samar, and So. Leyte
Room 2	OHSP	Calbayog City, No. Samar, Ormoc City, and So. Leyte
	NiHS	Biliran and Tacloban City
	SII	Leyte and Samar
Room 3	OHSP	Catbalogan City, So. Leyte, and Tacloban City
	NiHS	Calbayog City and Leyte
	SII	Baybay City, E. Samar, and Ormoc City

6. The participants of the Summit are to select and attend the session in **one room only** on a first-come-first-serve basis, with 35 maximum pax per room, excluding the presenters and TWG member(s) assigned.

