



Republic of the Philippines  
Department of Education  
REGION VII – CENTRAL VISAYAS  
Division of City Schools – Tagbilaran City

**Office of the Schools Division Superintendent**

December 17, 2024

DIVISION MEMORANDUM

No. 863, s.2024

**CONDUCT OF RETOOLING OF EDUCATION AND SCHOOL LEADERS ON THE IMPLEMENTATION OF ALTERNATIVE DELIVERY MODE EDUCATION IN EMERGENCIES (ADM -EIE)**

To: Chief Education Supervisor – CID  
Education Program Supervisors – LRMS  
Public Elementary and Secondary School Principals  
Assistant Principals  
Head Teachers  
All Others Concerned

1. This office through the Curriculum Implementation Division – Learning Resource Management Section (CID-LRMS) will conduct a ***Retooling of Education and School Leaders on the Implementation of Alternative Delivery Mode Education In Emergencies (ADM -EIE)*** on **December 22 -23, 2024 (Sunday and Monday)**. The venue will be announced later.
2. This activity aims to:
  - a. enhance participants' understanding on the latest policies, guidelines and frameworks related to Alternative Delivery Mode and its application during emergencies;
  - b. equip school leaders with practical skills in designing and implementing and managing ADM programs that address diverse learning needs of students;
  - c. foster a proactive and resilient attitude among school leaders, emphasizing the importance of adaptability, and collaboration ensuring continuous education during emergency situations.
3. The expected participants are the CID OIC- Chief and Education Program Supervisors, School Principals, Assistant School Principals and Head Teachers.
4. Participants are requested to bring a laptop, copy of the school BE- Continuity Plan and extension wire.
5. Expenses for meals and snacks of participants shall be charged against ADM Support Funds while the transportation expenses shall be charged to the school MOOE subject to the usual accounting and auditing rules and regulations. First meal is AM Snacks of December 22 and last meal is lunch of December 23.
6. Attached is the list of participants.
7. Immediate and wide dissemination of this Memorandum is highly directed.

**WILFREDA D. BONGALOS, PhD, CESO V**  
Schools Division Superintendent

WDB/JAAL/CID/JTB /NSS



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