

ANNEX A

No.: 879



Republic of the Philippine  
Department of Education



**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>DR. EDNEL N. MATULA</b>
<b>Position/Designation</b>	Master Teacher II/Teacher In-Charge
<b>Permanent Station</b>	Tubigon High School
<b>Purpose of Travel</b> (must be supported by attachments)	To attend the Orientation of the Alternative Delivery Mode Education in Emergencies (ADM-EiE).
<b>Host of Activity</b>	Bureau of Learning Delivery (BLD)
<b>Inclusive Dates</b>	• October 17-20, 2023
<b>Destination</b>	Tanza Oasis, Tanza, Cavite, Philippines
<b>Fund Source</b>	Board & lodging shall be charged against the 2023 ADM Funds, while traveling expenses shall be charged against the FLO-ADM Travel Funds downloaded to the region, subject to the usual government accounting and auditing rules and regulations.

I hereby attest that the information in this form and in the supporting documents attached here to are true and correct.

  
**BEN JOFIL B. DIEGO EdD**

Name and Signature of Requesting Employee

10-16-2023

Date

This is to certify that the trip of the requesting employee satisfies all the minimum conditions for authorized official travel and that alternatives to travel are insufficient for purpose stated herein.

  
**NILITA L. RAGAY EdD**

Name and Signature of Recommending Authority

10-16-2023

Date

**APPROVED**

  
**NERI C. OJASTRO EdD CESE**

Name and Signature of Approving Authority

10/16/23

Date

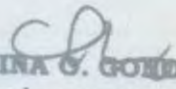


Republic of the Philippines  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM  
DM-CT-2023-340

TO : REGIONAL DIRECTORS

FROM :   
GINA G. GORING  
Undersecretary for Curriculum and Teaching

SUBJECT : ORIENTATION ON THE ALTERNATIVE DELIVERY MODE-  
EDUCATION IN EMERGENCIES

DATE : October 12, 2023

The Department of Education is taking the lead in promoting Alternative Delivery Mode - Education in Emergencies (ADM-EiE). This program seeks to ensure that the practice of education in emergency contexts, both during the crisis and recovery phase, is in adherence to a comprehensive set of standards anchored in human rights.

In this regard, the Bureau of Learning Delivery (BLD) will conduct the **Orientation on ADM-EiE** on October 17-20, 2023. A separate memorandum will be issued for the actual venue of the said activity.

The activity aims to:

- orient and capacitate educational leaders and school heads on ADM-EiE in the regions, schools division offices, and schools;
- highlight challenges and initiatives encountered by the schools in the implementation of ADM-EiE; and
- develop a regional plan for echo training in their respective regions, divisions and schools.

This will be participated in by the Curriculum and Learning Management Division (CLMD) Chiefs, Regional Education Program Supervisor (EPS) – ADM Focal Persons, Regional Disaster Risk Reduction Management (DRRM) Coordinator, Regional and Division EPS and National Educators Academy of the Philippines (NEAP) Regional Trainer from different Regional Office and Schools Division Offices.

Participants are enjoined to **confirm their attendance** by accomplishing the online registration form through the link: <https://tinyurl.com/ADMEIEReg2023> **not later than October 9, 2023**. See Annex A for the list and number of participants per region.

The first session will start at 10:00 AM on the first day and conclude at 2:00 PM on the final day. The first meal is breakfast on October 17, 2023, and the last meal is PM snacks on October 20, 2023. The actual venue will be announced at a later date.



Republic of the Philippines

**Department of Education**

**OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING**

Board and lodging shall be charged against Flexible Learning Options-Alternative Delivery Mode (FLO-ADM) Current Funds while traveling expenses incurred during this activity shall be charged against the downloaded FLO-ADM funds to the region. If the fund is insufficient, it may be charged against the FLO-Program Support Funds to defray all travel expenses subject to the usual accounting rules and regulations.

For confirmation and other concerns, please contact **Mr. Diamond Jay B. Madamba**, Senior Education Program Specialist, BLD - Teaching and Learning Division through telephone number (02)8687-29-48; mobile number +63 909 8101283 or through email at [adm.bld.@deped.gov.ph](mailto:adm.bld.@deped.gov.ph) and [bld.od@deped.gov.ph](mailto:bld.od@deped.gov.ph).

For widest dissemination and strict compliance.

*Copy furnished:*

**ATTY. REVSEE A. ESCOBEDO**  
Undersecretary for Operations

**VENUE : TANZA OASIS HOTEL AND RESORT, TANZA, CAVITE**



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

16 OCT 2023

**REGIONAL MEMORANDUM**

CLMD-2023- 405

**CONDUCT OF ORIENTATION ON THE ALTERNATIVE DELIVERY MODE EDUCATION  
IN EMERGENCIES (ADM-EIE)**

To: Schools Division Superintendents  
Assistant Schools Division Superintendents  
All Others Concerned

1. The Department of Education, through the Bureau of Learning Delivery (BLD), will conduct an Orientation on the Alternative Delivery Mode Education in Emergencies (ADM-EIE) on October 17-20, 2023 at Tanza Oasis Hotel and Resort, Tanza, Cavite.
2. The activity aims to:
  - a. orient and capacitate educational leaders and school heads on ADM-EiE in the regions, SDOs and schools;
  - b. share challenges and initiatives encountered by the schools in the implementation of the program; and
  - c. develop a regional plan for echo training in the region, divisions and schools.
3. Enclosed is the List of Participants. They are requested to register on or before October 16, 2023 through the link <https://tinyurl.com/ADMEIEReg2023>. They are also expected to be at the venue before the workshop commences at 10:00 AM on Day 1. The first meal is breakfast on Day 1 and the last meal is PM snacks on Day 4.
4. Board and lodging shall be charged against the 2023 ADM Funds, while traveling expenses shall be charged against the FLO-ADM Travel Funds downloaded to the region. If the downloaded fund is insufficient, it can be charged against the FLO-Program Support Fund to defray all travel expenses, subject to the usual government accounting and auditing rules and regulations.
5. For information and compliance.

**SALUSTIANO T. JIMENEZ JD, EdD, CESO V**  
Director IV  
Regional Director

STJ/PYA/CLMD/MJCD/cstj



Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
Telephone Number: 639457623193 local 700

Enclosure to MLC-CLMD-2023- 405

**CONDUCT OF ORIENTATION ON THE ALTERNATIVE DELIVERY MODE EDUCATION  
IN EMERGENCIES (ADM-EIE)**

**October 17-20, 2023**

**List of Participants**

<b>No.</b>	<b>Name</b>	<b>Position/Designation</b>	<b>School/Office</b>
1	Dr. Maria Jesusa C. Despojo	Chief ES- CLMD	CLMD, RO7
2	Cesar A. Restauero, Jr.	Regional ADM Focal	CLMD, RO7
3	Ranilo L. Edar	Regional DRRMS Coordinator	ESSD, RO7
4	Eden D. Bation	NEAP -Regional Trainer	Siquijor Division
5	Marychel L. Garcia	NEAP-Regional Trainer	Bohol Division
6	Cristina T. Remocaldo	Division ADM Focal	Carcar City Division
7	Lisa T. Tenorio	School Head	Tanjay City Division
8	Jocelyn P. Balmores	ADM Focal	City of Naga Division
9	Jennifer S. Mirasol	ADM Focal	Lapu-Lapu City Division
10	Yolanda T. Dela Cerna	ADM Focal	Toledo City Division
11	Alden A. Rabina	School Head	Dumaguete City Division
12	Arlene D. Buot	School Head	Cebu Province Division
13	Elvira N. Vergara	OIC-CID Chief	Talisay City Division
14	Virgilio T. Sumagang	ADM Focal	Siquijor Division
15	Mary Jean B. Codiñera	PSDS	Mandaue City Division
16	Ednel N. Matula	School Head	Negros Oriental Division
17	Enrique Q. Retes	CID Chief	Guihulngan City Division
18	Gemma A. Bendebel	School Head	Cebu City Division
19	Lemuel B. Barol	HT III	Tagbilaran City Division
20	Jastine P. Nuñez	School Head	Danao City Division
21	Mildred L. Codilla	School Head	Mandaue City Division