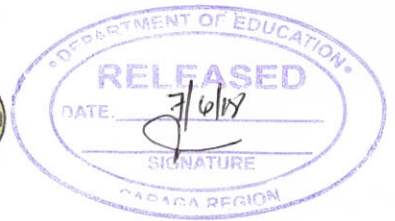




Republic of the Philippines
Department of Education
CARAGA REGION
J.P. Rosales Avenue, Butuan City



July 6, 2018

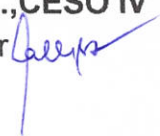
REGIONAL MEMORANDUM

No. 374 s, 2018

WRITESHOP ON THE DEVELOPMENT OF ADM EMERGENCY KIT

To: Schools Division Superintendents
Assistant Schools Division Superintendents

1. To strengthen the implementation of inclusive education through Alternative Delivery Mode, the Bureau of Learning Delivery through the Teaching and Learning Division shall develop an ADM Emergency Kit (Activity Sheets and Primer Kit) to ensure that no disruption of learning shall take place even during emergencies.
2. The writeshop is scheduled on July 9 - 13, 2018 at Hotel Dominique, Aguinaldo Highway, Maitim II East, Tagaytay City.
3. Attached is the list of Caraga participants.
4. The travel expenses of participants including per diem shall be downloaded to the region, subject to the usual accounting and auditing rules and regulations.
5. The first meal shall be lunch of July 9 and the last meal shall be lunch of July 13, 2018.
6. This memorandum shall serve as **TRAVEL AUTHORITY** of the participants.
7. Wide dissemination of this memorandum to all concerned is highly desired.


BEATRIZ G. TORNO, Ph.D., CESO IV
Regional Director 

Enclosure: List of participants

Reference: DM – CI – 2018-000

To be indicated in the PERPETUAL INDEX under the following subjects:

WRITESHOP

DEVELOPMENT

ADM

Enclosure RM No. 354 s. 2018

WRITESHOP ON THE DEVELOPMENT OF ADM EMERGENCY KIT

July 9 - 13, 2018
Hotel Dominique, Tagaytay City

LITERACY ACTIVITY SHEETS IN FILIPINO

NAME	POSITION	DIVISION
1. Fe C. Varona	PSDS	Butuan City
2. Rowena Ebero	Principal - I	Surigao City

LITERACY ACTIVITY SHEETS IN ENGLISH

NAME	POSITION	DIVISION
1. Arlin M. Batausa	Principal - III	Agusan del Sur
2. Rebecca Montante	Principal - III	Agusan del Norte

KALENDARYO NG PAGBASA

NAME	POSITION	DIVISION
1. Lyra Ruth M. Moscatiles	Department Head	Butuan City

PE

NAME	POSITION	DIVISION
1. Danny Baldos	T - III	Agusan del Sur

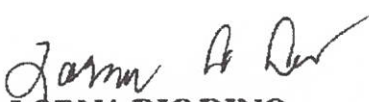


Undersecretary for Curriculum and Instruction

MEMORANDUM

DM-CI-2018-00_____

TO : REGIONAL DIRECTORS
REGIONAL SECRETARY, ARMM

FROM : 
LORNA DIG DINO
Undersecretary
Curriculum and Instruction

SUBJECT : WRITESHOP ON THE DEVELOPMENT OF ADM
EMERGENCY KIT

DATE : June 7, 2018

To strengthen the implementation of inclusive education through the Alternative Delivery Mode, the Bureau of Learning Delivery through the Teaching and Learning Division shall develop an ADM Emergency Kit ((Activity Sheets and Primer Kit) to ensure that no disruption of learning shall take place even during emergencies.

In line with this, may we invite the select writers for your Region (see Enclosure 2) and other writers that your Office will nominate to be part of the development team.

Nominees should:

1. school principal/Public School District Supervisor/ Education Program Supervisor of the learning area he/she is being nominated;
2. have had experience as a writer;
3. recommended by the Schools Division Superintendent;
4. computer literate;
5. physically fit;
6. have a good command of English and Filipino; and
7. not more than 55 years old.

The development team (the select writers and nominated) shall be convened on July 9-13, 2018 at Hotel Dominique, Aguinaldo Highway, Maitim II East, Tagaytay City. First meal shall First meal is lunch on July 9 and last meal is lunch on July 13. Board and lodging shall be charged

against 2018 FLO funds while travelling expenses incurred during this activity shall be downloaded to your Region subject to the usual accounting and auditing rules and regulations. (see Enclosure 1)

We appreciate to receive your **nomination of writers** and a **Certificate of Acceptance** of the Downloading of Funds for the travel expenses of these participants on or before July 3, 2018 to facilitate the transferring of funds. Please use the enclosed templates (Enclosure 3 and 4).

For the submission of nominations and acceptance and other concerns, please contact Ms. Angelika D. Jabines at telephone numbers (02)638-47-99 and (02)687-29-48; mobile number 0920-956-3694 email address angelika.jabines@deped.gov.ph or at 4th Floor Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City.