



Republic of the Philippines
Department of Education
CARAGA REGION



June 26, 2023

REGIONAL MEMORANDUM

No. 0572, s. 2023

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

ALTERNATIVE DELIVERY MODE (ADM) COORDINATION MEETING

1. The field is hereby informed on the Alternative Delivery Mode (ADM) Coordination Meeting on June 30, 2023, at 2:00 PM via Google Meet through the link <https://meet.google.com/nde-ddgf-bcr>.
2. The participants of this virtual meeting are the Alternative Delivery Mode (ADM) coordinators/focal persons from the division offices of DepEd Caraga Region.
3. The objectives of this meeting are as follows:
 - a. Discuss the eligible expenses for the utilization of the Flexible Learning Options-Alternative Delivery Mode (ADM) funds downloaded per Schools Division Office (SDO);
 - b. Agree on the schedules for evaluation of programs of the ADM implementing schools in Caraga Region; and
 - c. Discuss the quarterly report on the utilization of the Alternative Delivery Mode (ADM) program support funds;
 - d. Discuss other matters relevant to the implementation of ADM.
4. Attached is DepEd Memorandum CT-2023-044 on the Guidelines for the Utilization and Reporting of the Program Support Funds for the Alternative Delivery Mode (ADM) for Fiscal Year 2023 for your reference.
5. For queries and questions, please contact Mr. James G. Osmulo, ADM Regional Focal Person via email at james.osmulo@deped.gov.ph.
6. For your guidance and information.

MARIA INES C. ASUNCION

Director III
Officer-in-Charge
Office of the Regional Director



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2023-06-08976

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Effectivity	02.01.23	Page	1 of 2

Encl/s.: As Stated
Reference/s: DepEd Memorandum CT-2023-044
To be indicated in the Perpetual Index
under the following subjects:

ADM EVALUATION IMPLEMENTATION MEETING

CLMD/jgo
06/26/2023



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OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

03292

MEMORANDUM
DM-CT-2023-044

TO : **REGIONAL DIRECTORS**
MINISTER, Ministry of Basic, Higher and Technical Education,
BARMM

FROM : 
GINA O. GONONG
Undersecretary for Curriculum and Teaching

SUBJECT : **GUIDELINES ON THE UTILIZATION AND REPORTING OF
THE PROGRAM SUPPORT FUNDS FOR THE ALTERNATIVE
DELIVERY MODE FOR FISCAL YEAR 2023**

DATE : **March 13, 2023**

In support of the Department of Education's (DepEd) commitment under the MATATAG four-point agenda to accelerate the delivery of basic education services for all learners, including those who are disadvantaged and at risk of dropping from school, all DepEd Regional Offices (ROs) shall receive the Program Support Fund (PSF) for Alternative Delivery Mode (ADM) for Fiscal Year (FY) 2023 through the issuance of Sub-Allotment Release Order (Sub-ARO).

The PSF shall be used to cover programs, activities, and projects to support the implementation of the ADMs. The DepEd ROs may further download the fund to their respective Schools Division Offices (SDOs) which shall be utilized until December 31, 2023.

See attached Annexes for the following information:

- Annex 1 - PSF eligible and ineligible expenses
- Annex 2 - Breakdown of the allocation of funds per region
- Annex 3 - Quarterly report template

The DepEd Central Office (CO), through the Bureau of Learning Delivery (BLD), shall regularly monitor the program implementation and fund utilization by the ROs through a Program Implementation Review (PIR) in coordination with the ADM regional focal persons.

The ADM regional focal persons shall submit to the BLD - Office of the Director a consolidated quarterly report on the utilization of the PSF duly signed by the Regional Director to be submitted through email at bld.od@deped.gov.ph and bld.adm@deped.gov.ph.

For more information, all concerned may contact the BLD via the same email addresses or at telephone numbers +632 8636-6540 and +632 8637-4347.

Immediate dissemination of and compliance with this Memorandum is desired.



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The ineligible expenses are:

1. purchase of capital outlay items (e.g., equipment);
2. payment for subscriptions (internet connection, cable TV, satellite TV, subscription, and reading materials); and
3. salary and compensation benefits of contractual or casual employees as these shall be charged against Personnel Services (PS) allocations.



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Annex 1

The PSF shall be used for the payment of miscellaneous or incidental expenses in the conduct of the following:

1. Monitoring the use of ADM modules/ Self-Learning Modules (SLMs) and Kindergarten Learning Experiences and Home Learning Plans in the different learning modalities
2. Mapping and tracking of public elementary and secondary learners at risk of dropping out in the different ADMs, including learners in the homeschooling program
3. Mapping of all locally developed ADM modules/SLMs, worksheets, learning activity sheets, and TV/radio video lessons against the existing K to 12 curriculum¹
4. Travel expenses of the official participants to ADM-related activities conducted by the BLD, ROs, or SDOs.
5. Monitoring and evaluation of the implementation of the different ADMs, i.e., Modified In-School Off-school Approach (MISOSA), Instructional Management by Parents, Community, and Teacher (IMPACT), Open High School Program (OHSP), Night School, Homeschooling, Rural Farm School, Distance Education for SPED, and School-Initiated Interventions
6. Payment of miscellaneous or incidental expenses during the conduct of any ADM-related activities such as orientation, workshops, and conferences, including the following:
 - i. supplies and materials at standard cost
 - ii. meals of the participants, resource persons, and management team as prescribed in DepEd Order No. 2, s. 2018 titled *Guidelines on the Allocation of Funds for Venue, Meals, Snacks, and Room Accommodation for Official Activities Organized and Conducted by the Department of Education*
7. Conduct of PIR at the RO and SDO level
8. Other activities related to ADM implementation.

All eligible expenses shall be charged to Flexible Learning Options-Alternative Delivery Mode (FLO-ADM) funds consistent with existing budgeting, accounting, and auditing rules and regulations.

¹ Templates for this purpose shall be issued through another issuance.



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Annex 2

REGIONAL ALLOCATION

PROGRAM SUPPORT FUNDS FOR THE ALTERNATIVE DELIVERY MODE FISCAL YEAR 2023

Region	Current Funds	Continuing Funds
Region I	2,860,000.00	412,724.75
Region II	2,533,000.00	412,724.75
Region III	3,675,000.00	412,724.75
CALABARZON	3,545,000.00	412,724.75
MIMAROPA	2,359,000.00	412,724.75
Region V	3,824,000.00	412,724.75
CAR	1,839,000.00	412,724.75
NCR	816,000.00	412,724.75
Region VI	4,034,000.00	412,724.75
Region VII	3,744,000.00	412,724.75
Region VIII	4,178,000.00	412,724.75
Region IX	2,526,000.00	412,724.75
Region X	2,505,000.00	412,724.75
Region XI	2,183,000.00	412,724.75
Region XII	2,270,000.00	412,724.75
CARAGA	2,093,000.00	412,724.75



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Annex 3

QUARTERLY REPORT ON THE UTILIZATION OF THE ALTERNATIVE DELIVERY MODE PROGRAM SUPPORT FUNDS FISCAL YEAR _____

REGION : _____
Quarter : _____

I. ACCOMPLISHMENT

ACTIVITY	OBJECTIVE	OUTPUT	PHYSICAL		FINANCIAL	
			ACCOMPLISHMENT	ACCOMPLISHMENT	ACCOMPLISHMENT	ACCOMPLISHMENT
			TARGET	ACTUAL	TARGET	ACTUAL

II. REASONS FOR UNDER-/OVER-ACHIEVEMENT BASED ON THE TARGETS

III. ISSUES AND CHALLENGES

- A. Operational Concerns
- B. Policy-related Concerns

IV. GOOD PRACTICES

V. CATCH- UP PLAN

VI. RECOMMENDATION

PREPARED

REGIONAL/DIVISION ADM
FOCAL PERSON

REGIONAL DIRECTOR/SCHOOLS
DIVISION SUPERINTENDENT