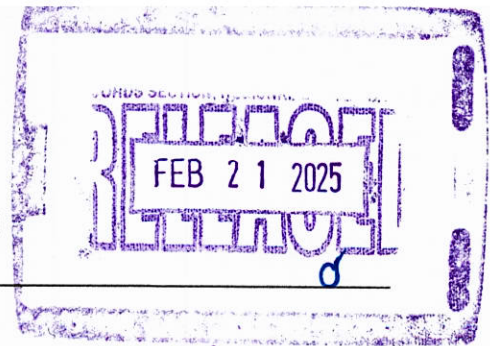




Republic of the Philippines
Department of Education
 CARAGA REGION



REGIONAL MEMORANDUM

No. **0180**, s. 2025

To: Schools Division Superintendent
 All Others Concerned

FEB 21 2025

**TURN OVER OF PROCURED TABLETS FOR ALTERNATIVE DELIVERY MODE
 (ADM) LEARNERS**

1. Pursuant to DepEd Memorandum No. 047, s. 2024, titled *Supplemental Guidelines on the Utilization of Additional Downloaded Fiscal Year 2023 Flexible Learning Options Funds for the Procurement of Tablets*, this Office, through the Curriculum and Learning Management Division (CLMD), will facilitate the turnover of procured tablets to the identified recipient schools in the twelve division offices.

2. The participants in this activity are as follows:
 Regional Office (RO)

Name	Position/Designation	Functional Division
Bernabe L. Linog	Chief	CLMD
Leowenmar A. Corvera	EPS-ADM Focal Person	CLMD
Maripaz F. Magno	EPS-LR	CLMD
Marcelino M. Ahon, Jr.	ORD-ICT Unit Head	ORD-ICT
Jhairha Anne T. Sususco	Documenter	ORD-PAU

Schools Division Office (SDO)

- ADM learners (recipients of the tablets)
- School ADM Coordinator
- Member/s of the PTA of the recipient school
- School IT Personnel (If applicable)
- School Heads of the ADM Implementing School where recipient learners are enrolled
- Division ADM Focal Person.
- Chief of the Curriculum and Implementing Division (CID)

3. The schedule of the distribution is as follows:

Division	Venue	Date
Agusan del Sur	SDO of Agusan del Sur	March 10, 2025 AM
Bayugan City	ALS CLC Poblacion	March 10, 2025 PM
Cabadbaran City	SDO of Cabadbaran City	March 11, 2025 AM
Dinagat Siargao Surigao City Surigao del Norte	SDO of Surigao City	March 12, 2025 AM
Butuan City Agusan del Norte	Bonbon Community Learning Center	March 13, 2025 AM
Bislig City Tandag City Surigao del Sur	Lianga Central Elementary School	March 14, 2025 AM

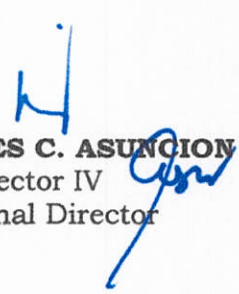
4. The School Head , school property custodian, and the School ADM Coordinator, shall be responsible for the safekeeping and accountability of the Tablets for ADM Learners. These tablets shall be used exclusively during in-person classes and must not be taken home by the learners after class hours.

5. The division and/or school IT personnel shall provide technical assistance in the repair and maintenance of non-functional tablets, particularly those that are out of warranty. The cost of replacement parts for out-of-warranty units shall be charged to the Schools' Maintenance and Other Operating Expenses (MOOE), subject to standard accounting and auditing rules and regulations, per DepEd Memorandum No. 047, s. 2024.

6. Travel expenses, per diem, and miscellaneous costs for participants from the Regional Office and the Schools Division Office will be charged to the 2024 FLO-ADM Funds under Sub-Aro OSEC No. 13-24-1005. Expenses for participants from the school level will be chargeable to local funds, in accordance with standard accounting and auditing rules and regulations.

7. For queries, please contact Leowenmar A. Corvera, RO ADM Focal Person, or email at **clmd_caraga@deped.gov.ph**.

8. Immediate dissemination of this Memorandum is desired.


MARIA INES C. ASUNCION
Director IV
Regional Director

Encl.: As stated

Reference: DepEd Memorandum (No. 047, s. 2024)

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

ALTERNATIVE DELIVERY MODE

INFORMATION TECHNOLOGY

LEARNING RESOURCES

CLMD/lac
02/20/2025