



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2024-518

To : Beverly S. Daugdaug, Chief, CID
Sollie B. Oliver, Chief, SGOD
Concerned Education Program Supervisors
Concerned Public Schools District Supervisors
Concerned School Heads and Teachers

Subject : **CREATION OF TEAM FOR THE FORMULATION OF
ALTERNATIVE DELIVERY MODE (ADM) GUIDEBOOK**

Date : November 7, 2024

In reference to DO No. 54, s. 2012 re: Policy Guidelines on the Implementation of Alternative Delivery Mode (ADM), a localized Guidebook for ADM implementation shall be formulated for unified operation guidelines. Anent to this, a Team to do the task of preparing the said Guidebook is hereby created, to wit:

Name of Personnel	Station
Sub-Team A (Formulation of ADM Guide Book)	
Joan M. Niones	SDO-CID
Atty. Rodel Pagayon	SDO-CID
Ida Juezan	SDO-CID
Jem Boy Cabrella	SDO-CID
Zandria Sy	SDO-CID
Rowena Magdayao	SDO-CID
Leilani Senires	SDO-CID
Cherrie Anne Bohol	SDO-SGOD
Noba Rubion	Kapatagan NHS
Rizza Villaluna	Igpit NHS
Lorelie Deiparine	G. Reusora CES
Jay Paul Cabural	Matti ES
Sub-Team B (Guidebook Lay-outing/AVP Production)	
Jay Mark Alocelja	DMMES
Lee Wilson Precellas	DMMES
Jayffer Sartorio	DiCNHS
Marlou Samontina	Kapatagan NHS



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Sub-Team C (Technical)	
Ma. Regina Robante	Aplaya ES
Brynel Espina	DMMES

TIME IN THE PREPARATION OF ADM GUIDEBOOK

DATE	TASK	INVOLVED SUB-TEAM	Venue
November 12, 2024	-Tasking, Planning and Initial Guidebook Preparation	Sub-Team A	Division Conference Room
November 20, 2024	Presentation and Critiquing of Output	Sub-Team A	Division Conference Room
November 22, 2024	Presentation and Critiquing of Revised Output	Sub-Team A, B and C	TBL
November 27, 2024	Presentation of Final Output with the ASDS Guidebook Lay-outing	Sub-Team A, B and C	TBL
December 4, 2024	Presentation and Critiquing of the SDS	Sub-Team A, B and C	TBL

For information, guidance, and compliance.

For and in the absence of the SDS:

Sollie B. Oliver, JD, Mate 11/8/24
SOLLIE B. OLIVER, JD, MATE

Chief-School Governance and Operations Division
 Officer-In-Charge

Division Office of Digos City
 RECORDS SECTION

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 DATE: NOV 08 2024 TIME: 7:54 PM
 BY: *[Signature]*

Enclosed: As stated.
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