



Republic of the Philippines  
**Department of Education**  
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

CID-2025- 446

To : Curriculum Implementation Division Chief  
Public Schools District Supervisor – Secondary Schools  
Noba J. Rubion - DiCHNS School Head

ATTENTION: Mr. Jayffer Sartorio – Teacher, Math Department

Subject : **PRODUCTION OF VIDEO LESSON TO SUPPORT THE  
IMPLEMENTATION OF THE ALTERNATIVE DELIVERY MODE  
(ADM) PROGRAM**

Date : September 22, 2025

In accordance with **Regional Memorandum CLMD-2025-525** entitled: **Production of Video Lesson to Support the Implementation of the Alternative Delivery Mode (ADM) Program** dated September 15, 2025, **MR. JAYFFER SARTORIO** is hereby tasked to **produce two (2) Reels videos** for the Mathematics Department.

The **specific topics and technical specifications** for these videos are provided in the following link: <https://tinyurl.com/ReelsVidDigos>. **MR. SARTORIO** is expected to ensure that the content strictly follows the guidelines outlined therein.

The completed outputs must be submitted **on or before September 28, 2025** through the same link to be coordinated with the Division Learning Resource Management Section (LRMS).

Service credits shall be granted for the services rendered during Saturday and Sunday, September 27-28, 2025, as per DepEd Order No. 53, s. 2003.

For information and compliance.

DepEd Schools Division of Digos City  
RECORDS SECTION

**RELEASED**  
25-700  
DATE: SEP 26 2025 TIME: 5:40 PM

Enclosed: As stated.  
CID/LR/lts

  
**MELANIE P. ESTACIO, PhD, CESO VI**  
Schools Division Superintendent



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Records

20829



Republic of the Philippines  
**Department of Education**  
DAVAO REGION

September 15, 2025

REGIONAL MEMORANDUM  
CLMD-2025-525

PRODUCTION OF VIDEO LESSONS TO SUPPORT THE IMPLEMENTATION  
OF THE ALTERNATIVE DELIVERY MODE (ADM) PROGRAM

To: Schools Division Superintendents  
Chief ES, CLMD

1. In support to the implementation of the **Alternative Delivery Mode (ADM)**, the Curriculum and Learning Management Division-Learning Resource Management Section (CLMD-LRMS) will conduct the following series of activities:

Title	Date	Venue
Planning Conference on the Production of Video Lessons	September 18-19, 2025	Sunny Point Hotel
Production Phase of Video Lessons	September 20-24, 2025	SDO of Production Teams
Finalization Phase of the Video Lessons	September 25-26, 2025	Sunny Point Hotel

2. The participants are the following:

Management Team	CLMD Chief ADM Focal Person LRMS Personnel ICTU Personnel	Video Lesson Scriptwriters	✓ Eduardo Paller Jr. Principal, Digos City Edgardo Pamugas Principal, Panabo City Jaypee Doromal Principal, Davao City Noel Escobal Principal, Tagum City Noel Mamac Principal, IGACOS
Production Team from the 11 SDOs	PDO II ITO		

3. Food and accommodation shall be charged against ADM funds while travel expenses shall be taken from local funds, subject to the existing budgeting, accounting, and auditing rules and regulations.

4. Immediate dissemination and compliance of this Memorandum is directed.

RECORDS SECTION  
**RELEASE**

ALLAN G. FARNAZO  
Director IV

RO12/aca



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