



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION



**REGIONAL MEMORANDUM**

ORD-2024- 1319

**TO :** **SCHOOLS DIVISION SUPERINTENDENTS**

**FROM :** **JOCELYN DR ANDAYA**   
Regional Director, NCR  
Concurrent Officer-in-Charge, Office of the  
Assistant Secretary for Operations

**SUBJECT :** **WORKSHOP ON THE VALIDATION OF THE ADM ONE-STOP  
SHOP SCHOOL POLICY**

**DATE :** December 9, 2024

1. This is in reference to the Memorandum DM-CT s. 2024-457 signed by Alma Ruby C.Torio, Assistant Secretary for Curriculum and Teaching relative to the above-captioned subject contents of which are self-explanatory, for information and appropriate action.

2. The following are the participants to the said activity.

Date	Office	Participants	Designation	Venue
December 11-13, 2024	SDO	1. Dr. Gina L. Aguitez 2. Mr. Carlos Alexander S. Rigon 3. Mrs. Nora S. Cepeda	EPS- Math/ Focal ADM Principal-CAA National HS Principal-TS Cruz ES	Tanza Oasis Hotel, and
	Private School	1. Dr. Arnaldo S. De Guzman 2. Mr. Leinard Patrick B. Satera	Director- Perpetual Help System DALTA Head Teacher- Holy Rosary Academy	Resort, Tanza Cavite

3. Travelling expenses shall be charged against the downloaded FLO-ADM Program Support Funds downloaded to your Schools Division Office subject to the usual government accounting and auditing rules and regulations.

4. Immediate dissemination of this Memorandum is desired.

CLMD/AETan2024



Address: 6 Misamis St., Bago Bantay, Quezon City  
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Republic of the Philippines  
**Department of Education**

**OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING**

**MEMORANDUM**  
DM-CT-2024- 457

**TO :** REGIONAL DIRECTORS  
All Others Concerned

**FROM :** *ALMA RUBY C. TORIO*  
ALMA RUBY C. TORIO  
Assistant Secretary for Curriculum and Teaching  
Officer-in-Charge  
Office of the Undersecretary for Curriculum and Teaching

**SUBJECT :** WORKSHOP ON THE VALIDATION OF THE ADM ONE-STOP-SHOP SCHOOL POLICY

**DATE :** November 26, 2024

In support of the Department of Education's (DepEd) commitment ensuring equal access for all learners at risk of dropping out of basic education through the Alternative Delivery Mode (ADM) One-Stop-Shop School, the Bureau of Learning Delivery shall conduct the **Workshop on the Validation of the ADM One-Stop-Shop School Policy** on December 11-13, 2024 in Cavite. The final details on the venue shall be issued through an advisory.

The activity aims to identify gaps and inconsistencies of the ADM One-Stop-Shop School policy and to improve the user experience by ensuring that it is clear and easy to understand among the field implementers.

In line with this, this Office would like to request six (6) participants from your Region which shall be composed of the following:

1. One (1) Curriculum and Learning Management Division (CLMD) Chief or his/her representative;
2. One (1) Division ADM Focal Person;
3. One (1) Elementary School Principal;
4. One (1) Secondary School Principal;
5. One (1) Private Elementary School Principal/Administrator; and
6. One (1) Private Secondary School Principal/Administrator.

Official participants are advised to register through the link:  
<https://tinyurl.com/ValidationADMOne2024>.

1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City  
Direct Line: (632) 8633-7202/8687-4146 E-mail: [ouct@deped.gov.ph](mailto:ouct@deped.gov.ph)



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Participants are expected to arrive at the venue before the workshop commences at 10:00 AM on Day 1. The first meal is AM snacks on Day 1 and the last meal is PM snacks on Day 3.

Board and lodging shall be charged against the 2024 ADM Funds, while traveling expenses, including the participants from the private schools shall be charged against the FLO-ADM Program Support Funds downloaded to your Region subject to the usual government accounting and auditing rules and regulations.

For inquiries and other concerns, please contact BLD-TLD through Ms. Angelika D. Jabines, Senior Education Program Specialist through mobile number +63 995 904 4259 or email at [angelika.jabines@deped.gov.ph](mailto:angelika.jabines@deped.gov.ph).

Immediate dissemination of and compliance with this Memorandum is desired.

*Copy-furnished:*

**ATTY. REVSEE A. ESCOBEDO**  
*Undersecretary for Operations*

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Republic of the Philippines  
**Department of Education**  
BUREAU OF LEARNING DELIVERY

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**ADVISORY**  
December 5, 2024

**WORKSHOP ON THE VALIDATION  
OF THE ADM ONE-STOP SHOP SCHOOL POLICY**

Please be advised that the Workshop on the Validation of the ADM One-Stop-Shop School Policy to be conducted by the Bureau of Learning Delivery as stipulated in DMCT-2024-457 on December 11-13, 2024 shall be held at Tanza Oasis Hotel and Resort, Tanza, Cavite.

Immediate dissemination of this advisory is desired.

  
**LEILA P. PAREOLA**  
Director IV

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