



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

11 November 2025

DIVISION MEMORANDUM

No. 651, s. 2025

**WORKSHOP IN THE DIGITIZATION OF ALTERNATIVE DELIVERY MODE (ADM)
LEARNING RESOURCES FOR ADM LEARNING MANAGEMENT SYSTEM**

To: Assistant Schools Division Superintendents
Chief- Curriculum Implementation Division (CID)
Chief- School Governance and Operations Division (SGOD)
Education Program Supervisors
Public Schools District Supervisors
Elementary/Secondary School Heads
All Others Concerned

1. The Department of Education (DepEd) is committed to providing quality, relevant, and accessible education to all Filipino learners, including those unable to attend regular formal schooling. The Alternative Delivery Mode (ADM) is a pillar of this commitment, offering flexible learning options designed to address the needs of diverse learners, such as those in difficult circumstances, with special needs, or those Learners at Risk of Dropping Out (LARDO).
2. Schools Division of Batangas, through the Curriculum Implementation Division announces the conduct of **Workshop in the Digitization of Alternative Delivery Mode (ADM) Learning Resources for ADM Learning Management System** on November 17-19, 2025, at El Cielito Hotel - Sta. Rosa, Sta Cruz Road, Santa Rosa - Tagaytay Rd, Santa Rosa City, Laguna.
3. The objective of this training is to develop, convert, and upload existing ADM learning resource into a standards-compliant digital format, successfully integrating it into the designated ADM Learning Management System (LMS) for immediate use by learners.
4. Enclosures 1 and 2 contain the training matrix, and list of participants.
5. All participants are expected to bring laptop, extension cord, portable internet connection, and copy of localized ADM Learning Resources (if available).
6. For clarification and further inquiries, kindly coordinate with Rosalinda A. Mendoza, EPS-I, LRMS, through email, sdobatangas.lrms@deped.gov.ph.



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7. This Memorandum serves as Travel Order.
8. Wide and immediate dissemination of this memorandum is desired.

for:

MARITES A. IBAÑEZ, CESO V
Schools Division Superintendent

Encl. As Stated.

Reference: None

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

Issuance -Division Memorandum

RAM/Memo_WORKSHOP IN THE DIGITIZATION OF ALTERNATIVE DELIVERY MODE (ADM) LEARNING RESOURCES FOR ADM LEARNING
MANAGEMENT SYSTEM /R2-146514/11/11/2025



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List of Participants

Division Office

1. ROSALINDA A. MENDOZA
2. NENITA A. ADAME
3. ELIZALDE L. PIOL

ADM One-Stop-Shop Schools

Bauan Technical INHS	School Head
Bauan Technical INHS	ADM Coordinator
Bauan Technical INHS	ICT Coordinator
Pantalan SHS	School Head
Pantalan SHS	ADM Coordinator
Pantalan SHS	ICT Coordinator
Taal SHS	School Head
Taal SHS	ADM Coordinator
Taal SHS	ICT Coordinator
San Pascual SHS I	School Head
San Pascual SHS I	ADM Coordinator
San Pascual SHS I	ICT Coordinator
Lobo SHS	School Head
Lobo SHS	ADM Coordinator
Lobo SHS	ICT Coordinator
Placido T. Amo SHS	School Head
Placido T. Amo SHS	ADM Coordinator
Placido T. Amo SHS	ICT Coordinator
Mataasnakahoy SHS	School Head
Mataasnakahoy SHS	ADM Coordinator
Mataasnakahoy SHS	ICT Coordinator
Rosario INHS	School Head
Rosario INHS	ADM Coordinator
Rosario INHS	ICT Coordinator
Bilogo INHS	School Head
Bilogo INHS	ADM Coordinator
Bilogo INHS	ICT Coordinator
Taysan-San Jose INHS	School Head
Taysan-San Jose INHS	ADM Coordinator
Taysan-San Jose INHS	ICT Coordinator



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Dr. Juan A. Pastor MNHS	School Head
Dr. Juan A. Pastor MNHS	ADM Coordinator
Dr. Juan A. Pastor MNHS	ICT Coordinator
Calaca Senior High School	ADM Coordinator
Calaca Senior High School	ICT Coordinator
Calaca Senior High School	School Head



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Program Matrix

Day 1	Activity
7:00-8:00	Registration
8:00-9:00	Opening Program • Philippine National Anthem • Prayer • CALABARZON March • Batangas Hymn • DepEd Quality Policy Statement
9:00-9:30	Acknowledgement of Participants, Welcome Remarks, and Messages
10:00-11:00	ADM in the Digital Age: Policy and Context
11:00-12:00	Understanding the ADM LMS
12:00-1:00	Lunch
1:00-5:00	Understanding the ADM LMS (continuation)

Day 2	Activity
8:00-8:30	Management of Learning
9:00-12:00	Introduction to Digitization Tools (Hands-on)
12:00-1:00	Lunch
1:00-5:00	Introduction to Digitization Tools (Hands-on)

Day 3	Activity
8:00-8:30	Management of Learning
9:00-12:00	Quality Assurance (QA) and Evaluation
12:00-1:00	Lunch
1:00-4:00	Quality Assurance (QA) and Evaluation
4:00-5:00	Closing Ceremony and Distribution of Certificates