



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO

DEPARTMENT OF EDUCATION
DIVISION OF DAVAO DE ORO
RECORDS SECTION
RELEASED
By: [Signature]
Date: 10-14-25 Time: 3:00 PM

October 14, 2025

DIVISION MEMORANDUM
CID-2025-**1427**

**PARTICIPATION IN THE REVISION AND FINALIZATION OF THE
ADM ONE-STOP-SHOP**

To: Public Schools District Supervisors
District Coordinating Principals
Public Elementary and Secondary School Heads
All Others Concerned

1. In reference to Regional Memorandum No. CLMD-2025-582 dated October 7, 2025, titled "*Conduct of Revision and Finalization of the ADM One-Stop-Shop Coffee Table Handbook*," the following personnel from the Schools Division of Davao de Oro are directed to attend the said activity on **October 15-17, 2025**, at **Heavenbound Ecofarm, Bandera, IGACOS**.

Name	Position	Office
Judyland Yu	MT II	Mangayon ES
Ronnel Homeo	School Principal II	Cabinuangan CES
Jeremias Gumanoy	School Principal I	Manat NHS
Roxie Abordo	Head Teacher III	Bango NHS

2. The activity aims to **revise and finalize the draft ADM One-Stop-Shop Coffee Table Handbook** that consolidates essential information about ADM—modalities, policies, and unified implementation guidelines—into one visually engaging and easy-to-navigate document.
3. Participants are advised to bring their **ADM references, laptop, and extension cord**. This Memorandum shall serve as the Authority to Travel for all identified participants attending the said activity.
4. **Travel and other incidental expenses** shall be charged against local MOOE or other available funds, subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of this memorandum and participation of the concerned personnel is hereby directed.

PHOEBE GAY L. REFAMONTE, CESO VI
Schools Division Superintendent

Incl.: As Stated.



Capitol Complex, Brgy. Cabidianan, Nabunturan, Davao de Oro
(084) 829-2312; 0951-387-1728 (TNT); 0999-935-5399 (Call Only)
davaodeoro@deped.gov.ph
www.deped-ddo.com



Republic of the Philippines
Department of Education
DAVAO REGION

October 7, 2025

REGIONAL MEMORANDUM
CLMD-2025- 582

CONDUCT OF REVISION AND FINALIZATION OF THE ADM ONE-STOP-
SHOP COFFEE TABLE HANDBOOK

To: Schools Division Superintendents
Chief Education Supervisor, CLMD

1. In support of the commitment to provide accessible and quality education of the Department of Education, including those in disadvantaged and at risk of dropping out, the Department of Education Regional Office XI through the Curriculum and Learning Management Division (CLMD) will conduct the **Revision and Finalization of the ADM One-Stop-Shop Coffee Table Handbook**, on October 15-17, 2025, at the Heavenbount Ecofarm, Bandera, IGACOS.
2. The activity aims to revise and finalize the draft ADM One-Stop-Shop Coffee Table Handbook that consolidates essential information about ADM—modalities, policies, and unified implementation guidelines into one visually engaging and easy-to-navigate document.
3. The participants are advised to bring ADM references, laptop, and an extension cord; and to proceed to Emilia Oasis of Faith in Tambo, Babak, where a service vehicle will transport to the venue at 4:00 PM on Day 0. The list of participants and other important details of this Memorandum are in the enclosures.
4. The first meal is dinner on Day 0, October 15, 2025, and the last meal is afternoon snacks on Day 2, October 17, 2025.
5. Travel and other incidental expenses shall be charged against MOOE/ Local funds, under Executive Order No. 77, s. 2019; DepEd Order No. 43, s. 2022, subject to the usual government accounting and auditing rules and regulations.
6. For clarification, contact Ma. Cielo D. Estrada, Regional ADM Focal Person at macielo.estrada@deped.gov.ph.
7. Immediate dissemination of this Memorandum to the concerned is desired.

ALLAN G. FARNAZO
Director

RO05/MCDE



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147
Email Address: region11@deped.gov.ph
Website: www.depedroxi.ph

