



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2025-0577

To : PETER JR. B. MIJARES, LRMS Project Development Officer II
EDGARDO D. PAMUGAS III, School Head – Tibungol ES
AXEL JAY CAVAN, AOII, Concordia Sison ES

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

Date : September 17, 2025

Pursuant to the herein Regional Memorandum CLMD-2025-525 dated September 15, 2025, you are hereby requested to render services as required in the production of video lessons in support to the implementation of the Alternative Delivery Mode program.

Please be guided of the following schedule and venue:

Activity	Date	Venue
Planning Conference on the Production of Video Lessons	Sept. 18-19, 2025	Sunny Point Hotel
Production of Video Lessons	Sept. 20-24, 2025	Respective Divisions
Finalization of Video Lessons	Sept. 25-26, 2025	Sunny Point Hotel

Food and accommodation will be charged against ADM Funds while transportation expenses will be charged against Division/School MOOE and other local funds subject to the usual accounting and auditing rules and regulations.

Please be guided accordingly.


JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

Attached: As stated.
CID/jey/dca

RELEASED

SEP 17 2025

RECORDS SECTION, SDO PANABO CITY
BY 



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