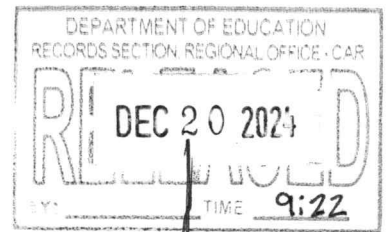




Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION



19 Dec 2024

**REGIONAL MEMORANDUM**

No. 916.2024

**SUBMISSION OF FOURTH QUARTER REPORT ON ALTERNATIVE  
DELIVERY MODE (ADM) PROGRAM IMPLEMENTATION**

To: Assistant Regional Director  
Schools Division Office  
Schools Division Superintendent  
All Others Concerned

1. The Regional Office, through the Curriculum and Learning Management Division, is requesting the submission of the 4th Quarter Report on the Alternative Delivery Mode (ADM) Program implementation on or before January 3, 2025.
2. Schools Division Office ADM coordinators are responsible for ensuring that the report is properly signed by the Office of the Superintendent, following the provided format and guidelines. Please refer to the attached format.
3. For any inquiries, please contact Jennifer P. Ande, CES at the DepEd-CAR Curriculum and Learning Management Division (CLMD) via the landline number: (074) 422-7096
4. Immediate dissemination of and strict compliance with this Memorandum is directed.

  
**ESTELA P. LEON-CARIÑO, EdD CESO III**  
Director IV/Regional Director 

CLMD/JPA/wcb



**Address:** DepEd-CAR Complex, Wangal, La Trinidad, Benguet, 2601

**Telephone No:** (074) 422 – 1318

**Email Address:** car@deped.gov.ph



DepEd Tayo Cordillera



<https://depedcar.ph>



Certificate No. PHP QMS  
24 91 0107

Enclosure 1 to RM: 916.2024

**Division:** \_\_\_\_\_

**Quarter:** \_\_\_\_\_

**PHYSICAL ACCOMPLISHMENT**

Committed Output	MATATAG Tagging	Annual	Physical	Accomplishment as to Q ____		*Status (Not Yet Started, Ongoing, Completed, Rescheduled, Terminated)	Reasons for over/ underperformance
	(If applicable)	Physical	Target	Actual	%		
		Target	for Q ____				
<b>CURRENT FUND</b>							

Committed Output	MATATAG Tagging	Annual	Physical	Accomplishment as to Q ____		*Status (Not Yet Started, Ongoing, Completed, Rescheduled, Terminated)	Reasons for over/ underperformance
	(If applicable)	Physical	Target	Actual	%		
		Target	for Q ____				
<b>CONTINUING FUND</b>							

**Prepared by:**

**NOTE:**

**APPROVED:**

Division ADM Focal Person

CID Chief

Schools Division Superintendent

**Division:** \_\_\_\_\_

**Highlights and Good Practices**

Highlights of th Quarter
Good Practices

**Prepared by:**

**NOTE:**

**APPROVED:**

Division ADM Focal Person

CID Chief

Schools Division Superintendent

Divisio: \_\_\_\_\_

**ADM Over-All Assessment**

PAP Output	Physical		Financial		Timeliness	Remarks
	Accomp. vs. Annual Target	Q__ Accomp. vs Q__ Target	Obligation Rate	Disbursement Rate	based on the timelines outlined in the WFP	

76-100 %     
  51-75 %     
  26-50 %     
  0-25 %

Division ADM Focal Person

CID Chief  
Budget Officer

Schools Division Superintendent

Division: \_\_\_\_\_

Quarter: \_\_\_\_\_

**Issues and Concerns**

Expected Output	Reasons for Delay			Action taken or to be taken
	Operational Issue	Policy Issue	Issues that are needing management decisions and recommendations	

**Prepared by:**

**NOTE:**

**APPROVED:**

Division ADM Focal Person

CID Chief

Schools Division Superintendent

Divison: \_\_\_\_\_

Quarter: \_\_\_\_\_

**Catch-Up Plan**

Output Indicators (with Backlog)	Physical Target (Backlog)	Reasons for Delay	Action Plan	Person-in-Charge	Target date of Completion

**Prepared by:**

**NOTE:**

**APPROVED:**

Division ADM Focal Person

CID Chief

Schools Division Superintendent

**Guidelines in filling in the table provided**

**A. Physical Accomplishment**

1. All the PSF was current funds
2. MATATAG Tagging: its in the last TA
3. Annual Physical Target: indicate the no of schools implementing ADM for school year 2024-2025
4. Physical Target for Quarter: this pertaines to your target for the quarter it should be lesser than the Annual target
5. Accomplishment for the quarter: actual accomplishment (No. of schools) and percentage (Target per quarter divided by accomplishment per quarter X 100)
6. Status for the quarter: evaluate the status of your ADM program per quarter indicate if Not yet started, ongoing, completed or terminated)
7. Reasons for over or under performance: indicate you reasons if less than 100% and more than 100%

**B. Highlights and Good Practices**

- Highlights the accomplishment and good practices implemented for the quarter

**C. ADM Overall Accomplishment**

1. Indicate your PAP outputs for the school year 2024-2025
2. Physical Tragets: Indicate the accomplishment verus the target for the school year and the accomplishment versus the target for the quarter.
3. Financial: indicate the percent (%) of obligation rate and disbursement rate of the two consecutive quarters.
4. Timeliness: indicate if the PPAs was implemented as scheduled based on the timlines indicated in the WFP.
5. Remarks: indicate reasons why not implemented as scheduled.

**D. Issues and Concers**

- Indicate the expected outputs of the PPA implemented and indicates the reasons for delay aligned to (Operation, Policy and Issues that are needing

management decisions and recommendation) and action taken or to be taken to address the issues and concerns

**E. Catch-Up Plan**

- What you will place in here if there are PPAs not implemented for the quarter that needs to be implemented for the following quarter. Please accomplish the table on catch-up plan.