



Republic of the Philippines
Department of Education
 REGION I



REGIONAL MEMORANDUM

No. 0165 s. 2024

To: Schools Division Superintendents

**GUIDELINES ON THE UTILIZATION AND REPORT OF THE
 2024 CONTINUING PROGRAM SUPPORT FUND (PSF) ON ALTERNATIVE
 DELIVERY MODE (ADM) IMPLEMENTATION**

1. In support of the Department of Education’s (DepEd) commitment under the MATATAG four-point agenda to accelerate the delivery of basic education services to all learners, the Regional Office through the Curriculum and Learning Management Division has downloaded to Schools Division Offices the 2024 Continuing Program Support Fund (PSF) through the issuance of Sub-Allotment Release Order (Sub-ARO) for the implementation of the Flexible Learning Option -Alternative Delivery Mode (FLO-ADM).

2. The PSF shall be used to cover programs, projects and activities connected to the implementation of the Flexible Learning Option-Alternative Delivery Mode for FY 2023-2024. The Schools Division Office shall monitor the program implementation and fund utilization through the lead of Education Program Supervisors in charge of Alternative Delivery Mode (ADM) in the divisions and in the region. Likewise, they shall prepare the following documents listed in the table below:

Program Documents	Deadline of Submission	Document Submission Platform
1. Program Implementation Plan	June 28, 2024	https://tinyurl.com/PSFreport-ADM <i>Note: Have a separate folder for the 2024 SDO Report inside RO-ADM Report Folder in color green.</i>
2. M&E Plan	June 28, 2024	
3. Quarterly Accomplishment / Utilization Report	September 30, 2024	

3. Enclosed are Annex I on the Breakdown of Downloaded 2024 Continuing Program Support Fund (PSF) for the ADM Implementation; and Annex II on the Quarterly Report on the Utilization of the 2024 Continuing ADM Program Support Funds.

4. For any query or clarification regarding this matter, please contact Arlene A. Niro, Chief Education Supervisor, Curriculum and Learning Management Division at (072) 607-8137 loc. 120 or Editha T. Giron, Education Program Supervisor and focal person of the said program at (072) 607-8137 loc. 121.

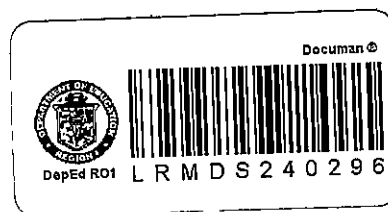
5. For compliance and immediate dissemination.



TOLENTINO G. AQUINO
Director IV

Reference: OSEC-1-24-2117
Letter No. 1209

CLMD /etg/ Guidelines on the Utilization and Report of PSF of Alternative Delivery Mode
June 11, 2024



Annex I: Breakdown of Downloaded 2024 Continuing Program Support Fund (PSF) for the ADM Implementation

DIVISION	Amount	Purpose of Utilization
Ilocos Sur	P955,230.00	To cover expenses relative to the a) printing of ADM learning resources of the ADM Learners of 50 priority implementing schools (P15,000 X 50 = P750,000) b) Hosting of the Regional Orientation-Workshop for the ADM Implementing Schools Heads on the Implementation & PSF Utilization of the ADM Program (P2000 x100=200,000 P5,230 tokens for resource persons and other operational expenses for a total of P205,230.00)
Alaminos City	50,000.00	To cover expenses relative to the printing of ADM learning resources of the OHSP Learners of ACNHS
Batac City	50,000.00	To cover expenses relative to the printing of ADM learning resources of the OHSP Learners of BCNHS & City of Batac NHS
Candon City	50,000.00	To cover expenses relative to the printing of learning resources of the ADM Learners of the five (5) implementing schools
Dagupan City	50,000.00	To cover expenses relative to the printing of ADM learning resources of the OHSP Learners of DCNHS
Ilocos Norte	50,000.00	To cover expenses relative to the printing of ADM learning resources of the Implementing schools
Laoag City	75,000.00	To cover expenses relative to the printing of ADM learning resources of the SII Learners of INNHS
San Carlos City	50,000.00	To cover expenses relative to the printing of ADM learning resources of the SII implementing schools
San Fernando City	150,000.00	To cover expenses relative to the printing of ADM learning resources of the OHSP Learners of LUNHS
Urduaneta City	50,000.00	To cover expenses relative to the printing of ADM learning resources of the SII implementing schools
Vigan City	150,000.00	To cover expenses relative to the printing of ADM learning resources of the OHSP Learners of ISNHS,VWNHS, VCNHS
TOTAL	P1,680,230.00	

Annex II: QUARTERLY REPORT ON THE UTILIZATION OF THE 2024 CONTINUING ALTERNATIVE DELIVERY MODE PROGRAM SUPPORT FUND

FISCAL YEAR: _____
 SDO : _____
 Quarter _____

- | I. ACCOMPLISHMENT
ACTIVITY OBJECTIVE OUTPUT | PHYSICAL ACCOMPLISHMENT | | FINANCIAL ACCOMPLISHMENT | |
|--|-------------------------|--------|--------------------------|--------|
| | TARGET | ACTUAL | TARGET | ACTUAL |
| II. REASONS FOR UNDER-/OVER-ACHIEVEMENT BASED ON THE TARGETS | | | | |
| III. ISSUES AND CHALLENGES | | | | |
| A. Operational Concerns | | | | |
| B. Policy-related Concerns | | | | |
| IV. GOOD PRACTICES | | | | |
| V. CATCH-UP PLAN | | | | |
| VI. RECOMMENDATION | | | | |

PREPARED

 REGIONAL/DIVISION AP -EPS
 PROGRAM FOCAL PERSON

 REGIONAL DIRECTOR/SCHOOLS
 DIVISION SUPERINTENDENT