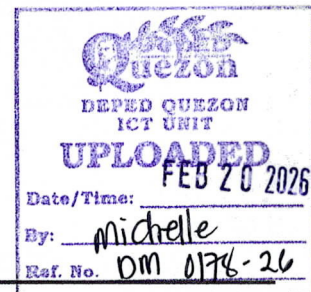




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



19 February 2026

**DIVISION MEMORANDUM**

No. 0176, s. 2026

**NOMINATION FOR THE PAPER-LESS PRODUCTIVITY CHALLENGE OF THE  
DEVELOPMENT ACADEMY OF THE PHILIPPINES**

**To:** Assistant Schools Division Superintendents  
Division Chiefs  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
All Others Concerned

1. Relative to DM-OUHROD-2026-0321, entitled *Nomination for the Paper-Less Productivity Challenge of the Development Academy of the Philippines*, this Office, through Human Resource Development Section, announces the invitation to all organizations under the Department of Education to participate in the DAP's 2026 Productivity Challenge with the theme, "2026 Moneywise: Saving Resources, Better Public Services".
2. Attached is a copy of the Memorandum from the Bureau of Human Resource and Organizational Development-Organization Effectiveness Division (BHROD-OED), for reference and guidance.
3. Immediate dissemination of this Memorandum is desired.

  
**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent

Hrdsgod02/19/2026

DEPEDQUEZON-TM-SDS-04-009-003



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Republika ng Pilipinas  
**Department of Education**

OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

**MEMORANDUM**  
**DM-OUHROD-2026-0321**

FOR : **UNDERSECRETARIES**  
**ASSISTANT SECRETARIES**  
**BUREAU/SERVICE DIRECTORS**  
**REGIONAL DIRECTORS**  
**SCHOOL DIVISION SUPERINTENDENTS**  
**SCHOOL HEADS**  
**ALL OTHERS CONCERNED**

FROM :   
**WILFREDO E. CABRAL**  
*Undersecretary*  
*Human Resource and Organizational Development and*  
*Infrastructure*

SUBJECT : **NOMINATION FOR THE PAPER-LESS PRODUCTIVITY**  
**CHALLENGE OF THE DEVELOPMENT ACADEMY OF THE**  
**PHILIPPINES**

DATE : 05 February 2026

In relation to a letter dated 26 January 2026 from the Development Academy of the Philippines (DAP), the Department of Education (DepEd) is invited to participate in DAP's 2026 Productivity Challenge, themed **2026 Moneywise: Saving Resources, Better Public Services**.

The Productivity Challenge 2026 invites organizations to showcase and strengthen their resource-saving initiatives by promoting operational efficiency, cost-effectiveness, and innovation through smarter systems, technology, and reforms, while reinforcing accountability in public resource management.

In this regard, all DepEd offices are encouraged to showcase initiatives implemented between January 2025 – August 2026 that have generated cost savings, cost avoidance, or improved value for money through enhanced review of internal processes, prudent expenditure management, and strengthened financial oversight.

Participating agencies must submit the accomplished Moneywise Solution Entry Form (MSEF) through the official Google Form link: **[bit.ly/2026-Moneywise-Submit](https://bit.ly/2026-Moneywise-Submit)**, along with supporting documentation showing measurable savings, **on or before August 15, 2026**. See the attached Briefer for the complete mechanics.

For more information on this issuance, you may contact **Ms. Hannah Hasmin M. Caña** or **Mr. Ervin Joseph B. Ocampo** of the Bureau of Human Resource and Organizational Development-Organization Effectiveness Division (BHROD-OED) at [bhrod.oed@deped.gov.ph](mailto:bhrod.oed@deped.gov.ph) or (02) 8633-5375.

**Copy furnished:**  
**OFFICE OF THE SECRETARY**  
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Doc. Ref. Code	CO-OUHROD-F002	Rev	00
Effectivity	03.23.23	Page	2 of 2





## SAVING RESOURCES, BETTER PUBLIC SERVICES

### 2026 Moneywise Briefer

#### Introduction

The Philippine Development Plan 2023–2028 underscores good governance and efficient resource management as essential foundations for building a resilient, inclusive, and prosperous society. To achieve this, every government office is called not only to **do more with less**, but to critically **examine internal processes, spending patterns, and operational practices** to ensure that public resources are used **efficiently** for their intended purpose.

The Productivity Challenge Program (PCP), led by the Development Academy of the Philippines as the focal organization of the Asian Productivity Organization's (APO) Center of Excellence on Public-Sector Productivity, continues to champion innovative, results-driven initiatives that promote smarter and more accountable governance. After generating innovative ideas (2023 Productivity Spark, saving time (2024 *Fastbreak: 100K Transaction Hours Reduced*) and paper (2025 *Paper-less: 1 Million Sheets Saved*), we now turn our attention to its next strategic focus: **2026 Moneywise: Saving Resources, Better Public Services**.

The challenge invites all public sector organizations to showcase initiatives implemented between **January 2025** and **August 2026** that have generated **cost savings, cost avoidance, or improved value for money** through enhanced review of internal processes, prudent expenditure management, and strengthened financial oversight.

Savings may be realized in key areas such as transportation, warehousing, Maintenance and Other Operating Expenses (MOOEs), electricity, personnel or consultants, and other operational costs. Additional savings may be generated through cost-efficient and resource-rationalizing measures, including reduced paper and printing through digital processes, judicious use of office supplies, centralized procurement, and strengthened inventory control.

By collectively aiming for significant savings, government offices demonstrate adherence to the principles of economy, efficiency, and effectiveness, ensuring that public funds are utilized prudently and redirected toward priority, citizen-centered programs and services.

#### Challenge Objectives

- Promote operational efficiency and cost-effectiveness
- Reduce leakages and unnecessary expenditures
- Encourage innovation and accountability in managing public resources



## SAVING RESOURCES, BETTER PUBLIC SERVICES

### Key Areas of Savings

Savings can come from:

- Transportation and logistics
- Utilities (e.g., electricity, water, fuel)
- Maintenance and other operating expenses (MOOE)
- Personnel and consultancy costs
- Warehousing and storage
- Other operational expenditures

### MECHANICS

#### Who Can Join

- National Government Agencies (including regional and attached offices)
- Government-Owned or -Controlled Corporations (GOCCs)
- State Universities and Colleges (SUCs)
- Local Government Units (LGUs)

#### How to Join

Participating agencies must submit the accomplished **Moneywise Solution Entry Form (MSEF)** through the official **Google Form link: [bit.ly/2026-Moneywise-Submit](https://bit.ly/2026-Moneywise-Submit)**, with supporting documentation showing measurable savings. Agencies may submit entries on implemented and ongoing initiatives between **January 2025 – August 2026**.

Each entry should include:

1. A brief description of the savings initiative, the problem it addressed, steps taken to implement a moneywise solution, and its qualitative benefits.
2. Detailed breakdown of data in the computation that should reflect the **actual realized savings** or **expected annual savings**. The computation should cover a 12-month period within the timeframe.
3. Action photos, client testimonies, user feedback forms, and/or client satisfaction measurement that demonstrate other quantifiable benefits of your initiative.

**Deadline: 15 August 2026**



## SAVING RESOURCES, BETTER PUBLIC SERVICES

### Awards

- **2026 Moneywise Champion Award:** Awarded to the agency with the highest verified savings.
  - 1st Prize: Gift cards + Trophy
  - 2nd Prize: Gift cards + Trophy
  - 3rd Prize: Gift cards + Trophy
- **Creative Moneywise Solutions Award:** Given to the agency with the most creative and impactful savings initiative/s
  - 1 Winner: Gift cards + Trophy
- **Special Citations:** For agencies that showed significant effort and measurable impact, even if not the top savers.
  - 10 winners: Gift cards + Plaque of Recognition

### Call to Action

Every peso saved is a peso earned for the Filipino people. Join the **2026 Moneywise Challenge** and show that the government can be efficient, innovative, and accountable.

Let's turn **savings into better public services**, ensuring that every fund is used wisely.

Attachment: [Moneywise Solution Entry Form](#)



## SAVING RESOURCES, BETTER PUBLIC SERVICES

### Guidelines in filling out the Moneywise Solution Entry Form (MSEF)

#### General Instructions:

1. Download the Moneywise Solution Entry Form (MSEF): Go to File > Download > Microsoft Word
2. Complete the MSEF: Fill in all sections. Mark non-applicable sections as 'N/A.'
3. Convert to PDF: Once completed, save the MSEF in PDF format.
4. Submit via Google Form: Use the provided [link](#) to upload the PDF, along with required supporting documents (Means of Verification)

**Objective:** The 2026 Moneywise Challenge encourages agencies to promote operational efficiency and cost-effectiveness through smarter systems, technology, and reforms. It highlights fostering innovation and accountability in the management of public resources.

**Eligibility:** The challenge is open to the following public sector organizations

- National Government Agencies (NGAs), including their attached and regional offices
- Government-Owned or -Controlled Corporations (GOCCs)
- State Universities and Colleges (SUCs)
- Local Government Units (LGUs), including their offices or departments

#### Eligible Submissions:

- Initiatives that have resulted in **measurable cost savings** in operations, utilities, resource use, or service delivery. Ideally related to transportation, MOOEs, warehousing, personnel/consultants, electricity, and other costs that are considered extra expenditures.
- Savings initiatives implemented between **January 2025 and August 2026** that are currently active.
- Multiple entries are allowed. Submit one Moneywise solution per entry.

#### Completing the Moneywise Solution Entry Form (MSEF)

**Title:** Provide a concise and clear title for the initiative

**Description:** Describe the previous practice that led to higher costs, the identified problem, steps taken, and achieved improvements in terms of cost savings, efficiency, transparency, and productivity

**Computation:** Present and explain the calculations for a **12-month period** (i.e. January 2025 to January 2026) providing the **actual realized or expected savings in pesos**. Include here a detailed breakdown of data used, along with relevant description.

#### Means of Verification (MOV) / Documentary Evidence

- Proof of implementation (e.g., memoranda, special orders, system installation records, announcements, etc.)
- Testimonials from clients, user feedback form, or client satisfaction measurement results to demonstrate other quantifiable benefits of the initiative.
- Additional documents supporting the savings claimed (i.e. transactions, receipts, etc.)



**SAVING RESOURCES, BETTER PUBLIC SERVICES**

**Moneywise Solution Entry Form**

<b>Name of Agency</b>	
<b>Implementing Office</b>	
<b>Focal Person</b>	
<b>Contact Number (Mobile &amp; Office Direct Line)</b>	
<b>Office Email Address</b>	
<b>Name of Immediate Supervisor</b>	
<b>Signature of Immediate Supervisor / Date</b>	

**I. DETAILS OF THE MONEYWISE SOLUTION**

**Title of the Moneywise Solution**

[Sample: Scalable Capacity Building via Virtual and Hybrid Training]

**Start Date of Implementation**

[Sample: Since 18 January 2025]

**Description**

*Detail the previous spending practice, the identified problem, the steps taken, and the achieved improvements in terms of savings, efficiency, transparency, and productivity. Also include the qualitative benefits of this initiative, with a short explanation for each.*

[Sample: Previously, the agency conducted all training sessions in person, requiring significant expenses for venue rentals, meals, and travel reimbursements.

The agency shifted 70% of its capacity-building programs to **virtual and hybrid formats** using government-approved online platforms beginning 2024. This reduced training-related expenses by ₱4.5 million annually while enabling broader participation from regional staff. The shift also improved accessibility, reduced travel time, and promoted environmentally sustainable practices.

**Qualitative Benefits**

- **Wider Reach and Inclusion** – Regional staff who previously struggled with travel constraints can now join trainings more easily, resulting in higher participation and inclusivity.
- **Transparency and Accountability** – Digital platforms provide built-in attendance logs, recordings, and certificates, ensuring verifiable participation.
- **Scalability and Replicability** – The model can be replicated across others.



**SAVING RESOURCES, BETTER PUBLIC SERVICES**

**II. COMPUTATION OF MONEY SAVED**

Specify and explain the calculations for actual realized or expected savings in a 12-month period. Include here a detailed breakdown of data used along with relevant description. Additional quantifiable information like percentage reduction may be added, as necessary.

[Sample]

Cost before the initiative:

- Venue rental for trainings: ₱15,000 per session × 40 sessions = ₱600,000
- Meals/catering: ₱500 per person × 80 participants × 40 sessions = ₱1,600,000
- Travel reimbursements (transport & lodging): ₱5,000 per person × 50 regional participants × 40 sessions = ₱10,000,000
- **Total Baseline Annual Cost = ₱12,200,000**

Cost after the initiative:

- Online platform license: ₱200,000 annual subscription
- Minimal meals/venue for hybrid sessions (10 face-to-face): ₱15,000 × 10 = ₱150,000
- Limited travel reimbursements for hybrid: ₱5,000 × 20 participants × 10 sessions = ₱1,000,000
- **Total New Annual Cost = ₱1,350,000**

Savings realized (PHP):  
 ₱12,200,000 – ₱1,350,000 = **₱10,850,000 saved annually**

% Reduction in Cost:  
 (₱10,850,000 ÷ ₱12,200,000) × 100 = **89% cost reduction**

**III. ACTION PHOTOS**

Please upload here a **clickable link** of your collated action photos and/or videos of your initiative. Ensure that the link is shared for viewing with the email: [productivitychallenge@dap.edu.ph](mailto:productivitychallenge@dap.edu.ph). This may include a screen capture of the initiative homepage, stakeholders making use of the initiative, office meetings discussing the moneywise solution initiative.

[Sample]

Link: [bit.ly/MSEFinitiative](https://bit.ly/MSEFinitiative)