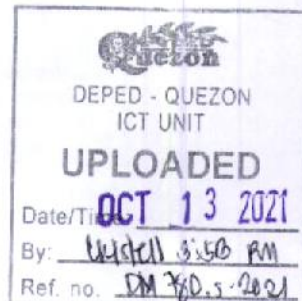




Republic of the Philippines
Department of Education
REGION IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



12 October 2021

DIVISION MEMORANDUM

DM No. 780, s. 2021

**UPDATING OF THE PHYSICAL AND FINANCIAL ACCOMPLISHMENT FOR FY 2018
DOWNLOADING OF FUNDS**

**To: Assistant Schools Division Superintendent
Chief (CID and SGOD)
Education Program Supervisors-LRM
Supply Officer
Public Schools District Supervisors
School Heads of Implementing Unit (IUs)
Disbursing Officers
School Property Custodians of IUs
All Concerned**

1. In reference to DepED Memorandum DM-OUCI-2021-437, this Office requests all Implementing Units (IUs) listed in Enclosure 1 to update the physical and financial accomplishment for the FY 2018 Downloaded Funds intended for Learning Tools and Equipment (LTEs) in Science, Mathematics and Technical-Vocational and Livelihood (TVL) Education.
2. In 2018, the Bureau of Learning Resources Cebu Office provides Learning Tools and Equipment (LTE) in Science, Mathematics and Technical-Vocational and Livelihood (TVL) Education as part of its mandate and commitment to Filipino people. Funds were downloaded to our division and implementing units (IUs) to procure the said materials and now in the process of monitoring the procured materials.
3. The Supply Officer (SDO Level) and School Head with the assistance of the Disbursing Officer and the Property Custodian (School Level) shall fill out the necessary information required for submission. The template for the needed submission can be accessed thru this link: tinyurl.com/quezonlr2018LTESMTVL.

DEPEDQUEZON-TM-SDS-04-009-003



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Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
Email Address: quezon@deped.gov.ph
Website: www.depedquezon.com.ph



Republic of the Philippines
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REGION IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

4. The accomplished template shall be uploaded to the survey form at https://bit.ly/2018LTE_DLFunds. The survey form can be accomplished multiple times, however, the last submission recorded will serve as the final submitted report. The survey shall commence from October 11-December 3, 2021.
5. Immediate and strict compliance to this Memorandum is desired.

ELIAS A. ALICAYA JR., EdD
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

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DEPEDQUEZON-TM-SDS-04-009-003



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Enclosure 1 to DM No. 780, s. 2021

LIST OF IMPLEMENTING UNITS (IUs) and SDO IN THE UPDATING OF THE PHYSICAL AND FINANCIAL ACCOMPLISHMENT FOR FY 2018 DOWNLOADING OF FUNDS

1. Alabat Island NHS
2. Atimonan NCHS
3. Bondoc Peninsula NHS
4. Buenavista NHS
5. Bukal Sur NHS
6. Cabay NHS
7. Calauag NHS
8. Camflora NHS
9. Canda NHS
10. Dr. Maria Pastrana NHS
11. Guinayangan NHS
12. Gumaca NHS
13. Infanta NHS
14. Lamon Bay SOF – Main Gumaca
15. Lopez NCHS
16. Lusacan NHS
17. Lutucan NHS
18. Manuel S. Enverga NHS
19. Magallanes NHS
20. Paarang Sekundarya ng Heneral Nakar
21. Paaralang Sekundarya ng Lucban
22. Polillo NHS
23. Recto MNHS
24. San Isidro NHS
25. Sta. Catalina NHS
26. Sto. Domingo NHS
27. Talipan NHS
28. Dolores Macasaet NHS
29. Dr. Panfilo Castro NHS
30. SDO Quezon

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Enclosure 2 to DM No. 780, s. 2021



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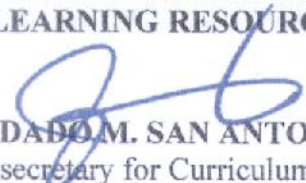
Department of Education

UNDERSECRETARY FOR CURRICULUM AND INSTRUCTION

DEPED MEMORANDUM
DM-OUCI-2021-437

TO : MINISTER OF BASIC, HIGHER, AND TECHNICAL
EDUCATION, BARMM
REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENT
SCHOOL HEADS

ATTN : REGIONAL BUDGET AND SUPPLY OFFICERS
DIVISION BUDGET AND SUPPLY OFFICERS
IMPLEMENTING UNIT DISBURING OFFICERS
IMPLEMENTING UNIT SUPPLY OFFICER
EPS LEARNING RESOURCES

FROM :  **DIOSDADO M. SAN ANTONIO**
Undersecretary for Curriculum and Instruction

SUBJECT : UPDATING OF THE PHYSICAL AND FINANCIAL
ACCOMPLISHMENT FOR FY 2018 DOWNLOADING OF
FUNDS

DATE : 24 September 2021

1. Through continuous service for further advancement of the educational system, the Bureau of Learning Resources Cebu office continues its program to provide Learning Tools and Equipment (LTE) in Science, Mathematics and Technical-Vocational and Livelihood (TVL) Education as part of its mandate and commitment to the Filipino people.
2. In fact, during Calendar Year 2018, the bureau downloaded funds to Regional Offices, Schools Division offices, and Implementing Units to maximize the utilization of funds intended for Learning Tools and Equipment (LTes) through DepEd Order No. 51, s. 2018.
3. However, the project does not end with by just merely providing it to recipient school. Accountability plays a vital role after this. In line with this, as per COA Consolidated Annual Audit Report (CAAR) for the year ended December 31, 2020, this office is required to update the physical and financial accomplishment for the Fiscal Year 2018 Downloaded Funds.

4. Hence, we would like to get an update on the physical and financial accomplishment from your end by completing the provided template and uploading it to https://bit.ly/2018LTE_DLFunds (see Mechanics for details).
https://bit.ly/2018LTE_DLFunds
5. The survey shall commence on the 11th of October 2021 until 3rd of December 2021. The mechanics and process flow on the conduct of this data gathering is attached in this letter.
6. Should there be any queries and clarification you may contact the following BLR Cebu personnel.

Region	Person(s) In-charge	Contact Number	Email Address
CAR	Alfredo E. Bayonas	0936-141-9841	alfredo.bayonas@deped.gov.ph
I	Virgilio B. Agot	0920-589-7127	virgilio.agot@deped.gov.ph
II	Sedronico E. Olandag	0942-316-5802	sedronico.olandag@deped.gov.ph
III	Gabriel Melchor J. Perez	0947-994-8126	gabrielmelchor.perez@deped.gov.ph
NCR	Alipio J. Dompur	0907-382-2186	alipio.dompur@deped.gov.ph
IV-A	Ronilo R. Galo	0922-730-9183	ronilo.galo@deped.gov.ph
IV-B	Leo M. Navarro	0942-564-7365	leo.navarro@deped.gov.ph
V	Maria Tita V. Valenzona	0928-718-4626	maria.valenzona003@deped.gov.ph
VI	Santiago O. Zamora	0943-646-1739	santiago.zamora@deped.gov.ph
VII	Woodrow M. Denuyo	0917-370-2643	woodrow.denuyo@deped.gov.ph
VIII	Marvin S. Maquilas	0916-571-2170	marvin.maquilas@deped.gov.ph
IX	Mateo B. Aves	0922-741-4557	mateo.aves@deped.gov.ph
X	Jocelyn D. Garciano	0943-573-3451	jocelyn.garciano@deped.gov.ph
XI	Alejandro B. Ybanez	0932-179-9855	alejandro.ybanez002@deped.gov.ph
XII	Bradford C. Lisondra	0942-959-8952	bradford.lisondra@deped.gov.ph
CARAGA	Danilo R. Lisondra	0932-146-9887	danilo.lisondra@deped.gov.ph
BARMM	Abel D. Diaz	0956-411-0380	abel.diaz@deped.gov.ph

Note that the Persons-In-Charge above shall be the program focal for the respective regions. They will monitor and follow-up the **progress of the submission and contact RO/SDO personnel if any matters arise that needs clarification or additional information.**

7. For your immediate attention and wide dissemination.



Republic of the Philippines

Department of Education

UNDERSECRETARY FOR CURRICULUM AND INSTRUCTION

MECHANICS ON THE UPDATING OF THE PHYSICAL AND FINANCIAL ACCOMPLISHMENT FOR FY 2018 DOWNLOADED FUNDS

1. The data gathering of the physical and financial accomplishment relative FY 2018 LTE downloaded funds shall commence on October 11, 2021.
2. The Budget Officer (ROs and SDOs)/Disbursing Officer (Implementing Units) and Supply Officer (ROs and SDOs) shall accomplish the template and eventual uploading to the online survey form. The 16 ROs and 201 SDOs will receive in their official DepEd email (as found on the DepEd CO website) the following files:
 - a. Memo (scanned in PDF)
 - b. List of SARO issued per RO/SDO (PDF)
Note: Link to download the template is in the list of SARO issued.
3. The Office of the Schools Division Superintendent shall provide the Education Program Supervisor in-charge for Learning Resources of the memo and List of SARO issued. The EPS shall download each template for each schools listed as Implementing Units in the List of SARO issued and provide those IUs with the memo and Template specific for the recipient school.
4. At the school level (Implementing Units), the School Head shall access the google form in assistance with the Disbursing Officer and Supply Officer who holds the data to fill out the necessary information required for submission.
5. The survey form can be accomplished multiple times, however the last submission recorded will serve as the final submitted report.

Role of BLR Cebu

1. Prepare the online survey form, spreadsheet template, memo, list of SARO issued to RO and SDO.
2. Email to Regional Offices (ROs) and Schools Division Offices (SDOs) the above-mentioned files/links.

Role of BLR Cebu's Regional Focal Persons

1. Answer queries from the Regional Budget and Supply Officer, SDO Budget and Supply Officer, and School Head, Disbursing Officer and Supply Officer.
2. Monitor and report status of submission.
3. Coordinates with SDO EPS-Learning Resources on the dissemination and submission of the link for IUs accomplishment.
4. Updates regularly the Office of the Director of BLR Cebu on the status of submission.