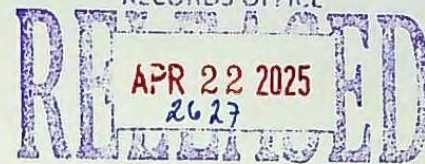




Republic of the Philippines
Department of Education
 REGION I
 SCHOOLS DIVISION OF DAGUPAN CITY

DepEd SDO Dagupan City
 RECORDS OFFICE



By: Time: 4:29

Office of the Schools Division
 Superintendent

April 15, 2025

DIVISION MEMORANDUM

No.: 175, s. 2025

GUIDELINES ON THE UTILIZATION, DOCUMENTATION, AND REPORTING OF FUNDS DOWNLOADED FOR THE CLEAN-UP, MINOR REPAIR, AND TEMPORARY LEARNING SPACE (TLS) FOR SCHOOLS AFFECTED BY SUPER TYPHOON KRISTINE

To: Assistant Schools Division Superintendent
 Chief Education Supervisors, SGOD & CID
 Education Program Supervisors
 Public Schools District Supervisors
 Public School Heads Concerned
 Division Education Facilities Engineer
 Division DRRM Coordinator
 PDO I / AO II School DRRM Coordinators
 Non-Teaching School DRRM Coordinator Designates

1. Based on Memorandum-OUOPS No. 2025-4-04-01724 titled "*Complete Staff Work on the Downloading of FY 2024 Disaster Preparedness and Response Program (DPRP) Continuing Funds for the Provision of Response Interventions in emergency/ Disaster-Affected Schools*". The downloaded funds are allocated for cleanup and clearing operations (CUCO), minor repairs, and temporary learning spaces in Regions I, II, IV-A, V, and IX affected by Super Typhoon Kristine, fire incidents, earthquakes, and heavy rainfall.
2. In Region I, the Disaster Risk Reduction and Management Services through the DRRM per Division Offices downloaded the DPRP-Response Intervention for the affected schools to be utilized for the following activities but not limited to:
 - 2.1. Purchase of supplies and equipment to be used for clean-up and clearing operations;
 - 2.2. Payment for labor services of non-DepEd personnel;
 - 2.3. Provision of meals for the volunteers who helped in the clean-up and minor repair operations; and
 - 2.4. Other expenses related to clean-up and clearing operations of the school.



Address: Burgos St., Poblacion Oeste, Dagupan City
Telephone: (075) 653-4101
Website: depeddagupan.com
email: dagupan.city@deped.gov.ph



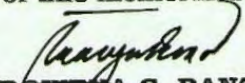
Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF DAGUPAN CITY

**Office of the Schools Division
Superintendent**

3. For minor repair funds, affected schools shall be provided with funds for clearing and safety operations of the debris of the damages incurred in classrooms or other facilities and non-infrastructures if they met the following criteria:

| Criteria | Additional Amount to be Provided |
|---|---|
| Number of totally damaged classroom | P10,000.00/damaged classroom |
| Number of partially (major) damaged classroom | P5,000.00/damaged classroom |
| Per partially (minor) damaged classroom | P2,500.00/damaged classroom |

4. The provided funds shall be utilized for the following activities:
- 4.1. Purchase of supplies and equipment to be used for minor repair of damages in classrooms;
 - 4.2. Payment for labor services of non-DepEd personnel;
 - 4.3. Provision of meals for the volunteers who helped in the minor repair operations; and
 - 4.4. Other expenses related to minor repair operations of school.
5. A Program of Work (POW) will be submitted to the EFU, office of **Engr. Tatum Grace L. Manzano** immediately upon the issuance of this memo for checking and evaluation. The deadline for submission is 3:00 PM on May 16, 2025.
6. For documentation, monitoring, and reporting, the schools are required to do the following:
- 6.1. Take photos of schools before and after the clean-up, clearing operations, and minor repairs;
 - 6.2. Consolidate and archive photos, completion reports, and certification of submitted liquidation reports;
 - 6.3. Coordinate with the Division Finance Office for other liquidation requirements.
7. On **Annex A**. The list of recipient schools is enumerated based on captured RADaR by DRRMIS, Central Office, and availability of funds.
8. For questions and clarifications, you may contact the Division DRRM Coordinator **Ms. Elvira N. Villamor** via email at elvira.villamor@deped.gov.ph.
9. Information and immediate dissemination of this memorandum is desired.


ROWENA C. BANZON EdD, CESO V
Schools Division Superintendent



Address: Burgos St., Poblacion Oeste, Dagupan City
Telephone: (075) 653-4101
Website: depeddagupan.com
email: dagupan.city@deped.gov.ph



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF DAGUPAN CITY

Office of the Schools Division
Superintendent
ANNEX A

**LIST OF RECIPIENT SCHOOLS FOR CLEAN-UP and CLEARING
OPERATIONS, MINOR REPAIR and TEMPORARY LEARNING SPACE FUNDS**

| No. | Name of School | Total Amount for CUCO (Clean-Up and Clearing Operations) | Total Amount for Minor Repair | Total Amount of TLS | Total Amount of CUCO and Minor Repair |
|-----|-------------------------|--|-------------------------------|---------------------|---------------------------------------|
| 1 | West Central I ES | P40,000.00 | | | P40,000.00 |
| 2 | West Central II ES | P30,000.00 | | 329,666.70 | P359,666.70 |
| 3 | Bacayao Sur ES | P30,000.00 | | | P30,000.00 |
| 4 | BLISS ES | P20,000.00 | | | P20,000.00 |
| 5 | Bolosan ES | P40,000.00 | | | P40,000.00 |
| 6 | Bonuan Buquig ES | P40,000.00 | | | P40,000.00 |
| 7 | Bonuan Buquig NHS | P40,000.00 | | | P40,000.00 |
| 8 | Calmay ES | P20,000.00 | | | P20,000.00 |
| 9 | Carael NHS | | P10,000.00 | | P10,000.00 |
| 10 | Caranglaan ES | P30,000.00 | | | P30,000.00 |
| 11 | Lomboy ES | P20,000.00 | | | P20,000.00 |
| 12 | Mamalingling ES | P20,000.00 | | | P20,000.00 |
| 13 | North Central ES | P40,000.00 | | | P40,000.00 |
| 14 | Pascuala G. Villamil ES | P20,000.00 | | | P20,000.00 |
| 15 | Pogo-Lasip ES | P30,000.00 | | | P30,000.00 |
| 16 | Sabangan ES | P49,000.00 | P20,000.00 | | P69,000.00 |
| 17 | Salapingao ES | P30,000.00 | P2,500.00 | | P32,500.00 |
| 18 | Suit ES | P20,000.00 | | | P20,000.00 |
| 19 | T. Ayson-Rosario ES | P30,000.00 | P10,000.00 | | P40,000.00 |
| 20 | Victoria Q. Zarate ES | P40,000.00 | P7,500.00 | | P47,500.00 |
| | | | GRAND TOTAL | | P968,666.70 |



Address: Burgos St., Poblacion Oeste, Dagupan City
Telephone: (075) 653-4101
Website: depeddagupan.com
email: dagupan.city@deped.gov.ph

SDO DAGUPAN CITY



Republic of the Philippines
Department of Education
 OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

OUOPS- 2025-04-01724

FOR : **ATTY. EDSON BYRON K. SY**
Assistant Secretary for Finance
Officer-In-Charge, Office of the Undersecretary for Finance

FROM : **MALCOLM S. GARMA**
Assistant Secretary, Officer-In-Charge,
Office of the Undersecretary for Operations

SUBJECT : **COMPLETE STAFF WORK ON THE DOWNLOADING OF FY 2024 DISASTER PREPAREDNESS AND RESPONSE PROGRAM (DPRP) CONTINUING FUNDS FOR THE PROVISION OF RESPONSE INTERVENTIONS IN EMERGENCY/DISASTER-AFFECTED SCHOOLS**

DATE : **MARCH 14, 2025**

I. EXECUTIVE SUMMARY

This complete staff work (CSW) seeks approval for the downloading of funds for the provision of response interventions in disaster-affected regional and division offices to be charged under the FY 2024 Disaster Preparedness and Response Program (DPRP) Continuing Funds. The request for the downloading of funds is for the provision of response interventions such as clean-up and clearing operations, minor repair, and Temporary Learning Spaces in regions I, II, IV-A, V, and IX affected by Super Typhoon Kristine, fire incidents, Earthquake, and heavy rainfall.

A similar request was transmitted last November 14, 2024, to the Office of the Undersecretary for Operations and was transmitted to the Office of the Secretary last December 3, 2024, but unfortunately, the DRRMS haven't heard any feedback on the approval of the request. The detailed trail of the documents is attached here for reference.

The fund will be utilized by the Regional Offices for the restoration of educational services and ensure safety of learners and personnel.



Room 101, Rizal Building, DepEd Complex, Meralco Avenue, Pasig City 1600

| | | | |
|----------|----------|------|--------|
| Code | OM-OUOPS | Rev | 01 |
| Activity | 03.23.23 | Page | 1 of 2 |

Telephone Nos.: (02) 8633-5313; (02) 8631-8492

Email Address: oure@deped.gov.ph | Website: www.deped.gov.ph



Certificate No. FVW 081
23 03 086

SDO - MARIKINA CITY

II. REQUESTED ACTIONS

The DRRMS requests approval for the downloading of funds and preparation of Sub-Allotment Order with a total amount of **Ninety-Five Million Seventy-Nine Thousand Four and 60/100 pesos (P95,079,004.60)** to Regions I, II, IV-A, V and IX for the provision of response intervention in emergency/disaster affected schools. Please refer to the attached list of regions and divisions to be downloaded with the FY 2024 DPRP Continuing Funds.

III. ANNEXES

- A. Authority To Conduct for the Downloading of FY 2024 Disaster Preparedness and Response Program (DPRP) Continuing Funds for the Provision of Response Interventions in Emergency/Disaster-affected Schools.
- B. Detailed trail of Document Management System (DMS).
- C. List of Regional and Division Offices to be Provided with Response Interventions and Computation of Funds for Response Intervention.
- D. Certificate of Utilization and Request Authority to Utilize and Download the FY 2024 DPRP Central Office Standby Funds for Response Interventions to Region I, II, IV-A, V and IX.
- E. An Excerpt of the Guidelines on the Utilization of Funds for Fiscal Year (FY) 2024 Disaster Preparedness and Response Program (DPRP) Funds.
- F. Copy of the Memorandum No. OUF-2025-077 with a subject of Compliance with FY 2025 General Appropriation Act and National Budget Circular No. 595 from the Office of the Undersecretary for Finance.