



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

2021- 057

**Updating of the Physical and Financial Accomplishments for the FY 2018  
Downloaded Funds Intended for Learning Tools & Equipment (LTE)**

TO: Assistant Schools Division Superintendents  
Chief, CID and SGOD  
Public Schools District Supervisors/DIC's  
School Heads of Implementing Units  
All Others Concerned

1. Attached is Regional Memorandum No. 0959, s. 2021 dated October 21, 2021 re: conduct of a conference on the Updating of the Physical and Financial Accomplishments for the FY 2018 Downloaded Funds Intended for Learning Tools & Equipment (LTE) via MS Teams. The said activity will be on October 26, 2021, at 2:00 PM with the meeting link: <http://tinyurl.com/FY2018LTE>.
2. Participants to this activity are the following:
  - a. Regional Accountant and Supply Officer
  - b. Division Accountants and Disbursing Officers
  - c. Division Supply Officers
  - d. Implementing Unit Disbursing Officers (21 schools of SDO Neg. Or.)
  - e. Implementing Unit Supply Officers (21 schools)
  - f. Region and Division LR EPSvrs
3. For details, please see attached DM-OUCI-2021-437
4. For immediate dissemination and compliance with this Memorandum is desired.

*Sp Paulin*

**SENEN PRISCILLO P. PAULIN, CESO V**  
School Division Superintendent

10/22/2021

*JMA*  
SPP/MKP-JMA-NLR/CID-LRMS/rra  
October 22, 2021



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22 OCT 2021



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS

Office of the Regional Director

OCT 21 2021

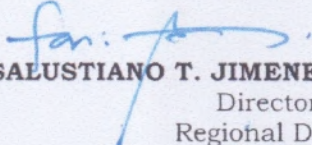
REGIONAL MEMORANDUM

No. **0959**, s. 2021

**Updating of the Physical and Financial Accomplishments for FY 2018  
Downloaded Funds Intended for LTE**

To: Schools Division Superintendents

1. This Office through the Curriculum and Learning Management Division and in coordination with the Bureau of Learning Resources-Cebu (BLR-Cebu) will hold a conference on the Updating of the Physical and Financial Accomplishments for FY Downloaded Funds intended for Learning Tools and Equipment (LTE) via MS Teams. The said activity will be on October 26, 2021 at 2:00 PM with the meeting link: <http://tinyurl.com/FY2018LTE>.
2. Participants to this activity are the following:
  - a) Region Accountant and Supply Officer
  - b) Division Accountants and Disbursing Officers
  - c) Division Supply Officers
  - d) Implementing Unit Disbursing Officers
  - e) Implementing Unit Supply Officers
  - f) Region and Division LR EPSvrs
3. For details, please see attached DM-OUCI-2021-437.
4. Immediate dissemination of and compliance with this Memorandum is directed.

  
**SALUSTIANO T. JIMENEZ, EdD, JD, CESO V**  
Director IV  
Regional Director

STJ/CAE/CLMD/MJCD/mjp



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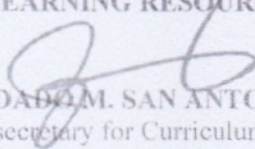


Republic of the Philippines  
**Department of Education**  
UNDERSECRETARY FOR CURRICULUM AND INSTRUCTION

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](https://bit.ly/2018LTE_DLFunds) (see Mechanics for details).  
**[https://bit.ly/2018LTE\\_DLFunds](https://bit.ly/2018LTE_DLFunds)**
5. The survey shall commence on the 11<sup>th</sup> of October 2021 until 3<sup>rd</sup> 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	<a href="mailto:alfredo.bayonas@deped.gov.ph">alfredo.bayonas@deped.gov.ph</a>
I	Virgilio B. Agot	0920-589-7127	<a href="mailto:virgilio.agot@deped.gov.ph">virgilio.agot@deped.gov.ph</a>
II	Sedronico E. Olandag	0942-316-5802	<a href="mailto:sedronico.olandag@deped.gov.ph">sedronico.olandag@deped.gov.ph</a>
III	Gabriel Melchor J. Perez	0947-994-8126	<a href="mailto:gabrielmelchor.perez@deped.gov.ph">gabrielmelchor.perez@deped.gov.ph</a>
NCR	Alipio J. Dompur	0907-382-2186	<a href="mailto:alipio.dompur@deped.gov.ph">alipio.dompur@deped.gov.ph</a>
IV-A	Ronilo R. Galo	0922-730-9183	<a href="mailto:ronilo.galo@deped.gov.ph">ronilo.galo@deped.gov.ph</a>
IV-B	Leo M. Navarro	0942-564-7365	<a href="mailto:leo.navarro@deped.gov.ph">leo.navarro@deped.gov.ph</a>
V	Maria Tita V. Valenzona	0928-718-4626	<a href="mailto:maria.valenzona003@deped.gov.ph">maria.valenzona003@deped.gov.ph</a>
VI	Santiago O. Zamora	0943-646-1739	<a href="mailto:santiago.zamora@deped.gov.ph">santiago.zamora@deped.gov.ph</a>
VII	Woodrow M. Denuyo	0917-370-2643	<a href="mailto:woodrow.denuyo@deped.gov.ph">woodrow.denuyo@deped.gov.ph</a>
VIII	Marvin S. Maquilas	0916-571-2170	<a href="mailto:marvin.maquilas@deped.gov.ph">marvin.maquilas@deped.gov.ph</a>
IX	Mateo B. Aves	0922-741-4557	<a href="mailto:mateo.aves@deped.gov.ph">mateo.aves@deped.gov.ph</a>
X	Jocelyn D. Garciano	0943-573-3451	<a href="mailto:jocelyn.garciano@deped.gov.ph">jocelyn.garciano@deped.gov.ph</a>
XI	Alejandro B. Ybanez	0932-179-9855	<a href="mailto:alejandro.ybanez002@deped.gov.ph">alejandro.ybanez002@deped.gov.ph</a>
XII	Bradford C. Lisondra	0942-959-8952	<a href="mailto:bradford.lisondra@deped.gov.ph">bradford.lisondra@deped.gov.ph</a>
CARAGA	Danilo R. Lisondra	0932-146-9887	<a href="mailto:danilo.lisondra@deped.gov.ph">danilo.lisondra@deped.gov.ph</a>
BARMM	Abel D. Diaz	0956-411-0380	<a href="mailto:abel.diaz@deped.gov.ph">abel.diaz@deped.gov.ph</a>

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

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**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.

**Role of the Regional/Division Budget and Supply Officer**

1. Upon receipt of the memo and its attachments, the Budget and Supply Officer shall fill up accurate and necessary data and submit.  
*Note: The ROs will receive and shall accomplish three (3) templates as follows: a) TVL, b) SME-JHS, and c) SME-SHS and upload each accomplished template separately to the online survey form.*

**Role of the Schools Division Offices**

1. Ensure that all the recipient schools (IUs) in the division are provided with the memo and attachments through the Education Program Supervisor – Learning Resources.
2. The EPS in charge for Learning Resources 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.

**Role of the Implementing Unit's School Head, Disbursing Officer, and Supply Officer**

1. Upon receipt of the memo and its attachments, the Budget and Supply Officer shall fill up accurate and necessary data, then, submit.