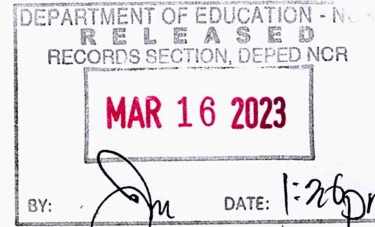




ECSO



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

CN-2023-3-3-1174

REGIONAL MEMORANDUM

ORD-2023-154

TO : SCHOOLS DIVISION SUPERINTENDENT
SDO Marikina City

FROM : WILFREDO E. CABRAL, CESO III
Regional Director

SUBJECT : GUIDELINES ON THE UTILIZATION, DOCUMENTATION AND REPORTING OF DOWNLOADED FUNDS FOR CLEAN-UP AND MINOR REPAIR TO SCHOOLS AFFECTED BY SEVERE TROPICAL STORM (STS) PAENG.

DATE : March 3, 2023

1. This has reference to the attached Memorandum dated January 31, 2023 from Atty. Revsee A. Escobedo, Undersecretary for Operations, contents of which are self-explanatory, for information and guidance.
2. Immediate dissemination of this Memorandum is desired.

Misamis St. Bago Bantay, Quezon City

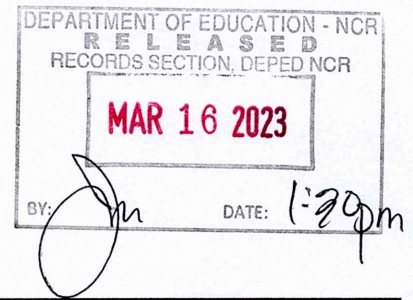
Email Address: ncr@deped.gov.ph

Website: <https://www.depedncr.com.ph>

Doc. Ref. Code	RO-ORD-F005	Rev	00
Effectively	01.26.23	Page	1 of 1



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



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REGIONAL MEMORANDUM

ORD-2023-154

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SDO Marikina City

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Regional Director

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Republic of the Philippines
Department of Education
OPERATIONS

OUOPS No. 2023-04- 0904

MEMORANDUM

TO : **REGIONAL DIRECTORS CONCERNED**
(Regional Office of CAR, NCR, II, IV-B, V, VI, VII, VIII, and XII)

SCHOOLS DIVISION SUPERINTENDENTS CONCERNED
(Division of Abra, Mountain Province, Marikina, Cagayan, Tuguegarao, Marinduque, Camarines Norte, Catanduanes, Sorsogon City, Aklan, Antique, Capiz, Guimaras, Negros Occidental, Roxas City, San Carlos City, Silay City, Sibalay City, Bohol, Guihulngan City, Negros Oriental, Toledo City, Maasin City, Northern Samar, Ormoc City, Samar (Western), Southern Leyte, and North Cotabato)

FROM : 
ATTY. REVSEE A. ESCOBEDO
Undersecretary C H
Office of the Undersecretary for Operations

SUBJECT : **Guidelines on the Utilization, Documentation and Reporting of Downloaded Funds for Clean-up and Minor Repair to Schools Affected by Severe Tropical Storm (STS) Paeng (Batch 2 and 3)**

DATE : January 31, 2023

The Office of the Undersecretary for Operations (OUOps), through the Disaster Risk Reduction and Management Service, issues the **Guidelines on the Utilization, Documentation and Reporting of Downloaded Funds for Clean-up and Minor Repair of Schools Affected by Severe Tropical Storm (STS) Paeng** as indicated in Annex A and B.

The clean-up and minor repair funds amounting to P20,000.00 per school charged to the **Disaster Preparedness and Response Program (DPRP) 2022 Continuing Funds** to be downloaded to the concerned divisions shall be utilized for, but not limited to, the following activities:

1. Purchase of supplies and equipment to be used for the said purpose;
2. Payment for labor services of non-DepEd personnel; and
3. Other expenses related to clean-up and minor repair of schools.

DRRMS_ABR/01232023

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Tel. No.: (02) 8633-5313; (02) 8631-8492