

Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

REGIONAL MEMORANDUM
ORD No. 2024 - 387

TO : Schools Division Superintendents
Division Office Accountants/Budget Officers
All Other concerned

FROM : **JOCELYN DR. ANDAYA**
Director IV

SUBJECT : **PROGRAMS, ACTIVITIES AND PROJECTS TO BE MONITORED BY EPMO IN FY 2024 AND CHANGES IN THE EPMO SUB-ARO MONITORING SYSTEM**

DATE : April 5, 2024

Relative to the **MEMORANDUM OUF-2024-0103** dated March 13, 2024, on the above-captioned subject, please be reminded on the following:

1. The existing EPMO Sub-ARO Monitoring System shall include the Sub-AROs issued by the regional office to the lower operating units from the **regional office's directly released funds**.
2. The EPMO will migrate the Monitoring Sheets of the Region from Google Sheets to Microsoft SharePoint Excel.
3. The timeline on the submission of the list of "baby" Sub-AROs of selected EPMO monitored P/A/Ps charged to the downloaded funds from CO and the directly released funds to the Region (refer to the Annex "A") to EPMO issued by the Regional Offices to SDOs or schools is every last week of the month.
4. The updating of Sub-ARO monitoring sheets of obligations and disbursements incurred is until the 10th of the month. The submission of the vetted regional monitoring sheet signed by the Regional Director to EPMO is every 15th day of the month.
5. The other details are stipulated in the attached Memorandum.

For information, guidance, and strict compliance.



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Doc. Ref. Code	RO-ORD-F007	Rev	00
Effectivity	01.26.23	Page	1 of 1



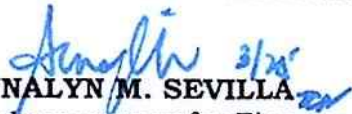
Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR FINANCE

MEMORANDUM

OUF-2024-0103

13 March 2024

FOR : UNDERSECRETARIES
ASSISTANT SECRETARIES
BUREAU AND SERVICE DIRECTORS
REGIONAL DIRECTORS
REGIONAL AND DIVISION FINANCE OFFICERS

FROM :  **ANNALYN M. SEVILLA**
Undersecretary for Finance

SUBJECT : **PROGRAMS, ACTIVITIES AND PROJECTS (P/A/Ps) TO BE MONITORED BY EPMO IN FY 2024 AND CHANGES IN THE EPMO SUB-ARO MONITORING SYSTEM**

As part of DepEd's ongoing commitment to transparency, accountability, and effective governance in the basic education systems, the Education Programs Management Office (EPMO) shall include selected P/A/Ps in its Sub-Allotment Release Order (Sub-ARO) Monitoring System. This intensive and high-frequency monitoring of select P/A/Ps aims to provide timely and accurate information on budget utilization to the Secretary, Executive Committee (EXECOM), and program managers, facilitating an informed decision-making process.

The existing EPMO Sub-ARO Monitoring System shall now include not only the Sub-AROs issued from the downloaded funds from the Central Office to the field offices but also Sub-AROs issued by the regional office to their lower operating units from the **regional offices' directly released funds**. The list of P/A/Ps to be monitored is reflected in Annex "A" of this memorandum.

In addition, due to the recent restrictions in the Google Workspace, particularly for files that are stored in the Google Drive, please be advised that the **EPMO will migrate the Monitoring Sheets of the Region from Google Sheets to Microsoft SharePoint Excel**. The updated links for the Monitoring Sheets per Region can be found in the attached Annex "B"

Moreover, the timelines on the encoding of newly issued Sub-AROs, obligations and disbursements incurred, as well as the submission of vetted reports, the subsequent directives, as previously mentioned in *OUF Memorandum No. OUF-2021-0871*, are hereby updated:

PROCESS	OFFICE/PERSONNEL IN-CHARGE	TIMELINE
1) Transition of the Regional Monitoring Sheets from	EPMO	March 2024

Google Sheets to Microsoft Sharepoint Excel		
2) Creation of additional monitoring sheets for the monitoring of FY 2024 Sub-AROs issued by the Central Office and Regional Offices charged under the downloaded funds and directly released funds to the Region (refer to Annex "A").		
3) Submission of the list of "baby" Sub-AROs of selected EPMO monitored P/A/Ps charged to the downloaded funds from the Central Office and the directly released funds to the Region (refer to Annex "A") to EPMO issued by the Regional Offices to Schools Division Offices or Schools. The template for the list of Sub-AROs issued by the Regional Office can be downloaded at https://bit.ly/EPMO-SUB-ARO-TEMPLATE .	Region Finance/Budget Officers	Every last week of the Month
4) Encoding of additional Sub-AROs issued by the Central Office and the received Sub-AROs issued by the Regional Offices into the regional monitoring sheets.	EPMO	Every 1st week of the month
5) Updating of Sub-ARO monitoring sheets of obligations and disbursements incurred	Region and/or Division Finance/Budget Officers	Until the 10th day of the month
6) Processing of the updated regional monitoring sheets.	EPMO	Every 11th day of the month
7) Submission of the vetted regional monitoring sheet signed by the Regional Director to EPMO.	Region Finance/Budget Officers	Every 15th day of the month
8) Dissemination of the Sub-ARO Budget Utilization Reports (BUR) of EPMO monitored P/A/Ps to the EXECOM, Program Teams, and Regional Offices.	EPMO	Every 15th day of the month

Moreover, to facilitate easier communication between EPMO and regional offices and to update EPMO's directory of the Finance/Budget Officers, we kindly request the details of the Finance/Budget Officers in charge of updating the Monitoring Sheets by accomplishing the form that can be downloaded through the same link used for the submission of the list of issued Sub-AROS by the Region at <https://bit.ly/EPMO-SUB-ARO-TEMPLATE>.

Lastly, since the Sub-ARO report will be uploaded and updated through Microsoft SharePoint Excel, all officers in charge of the Sub Aro Monitoring are required to use their official DepEd Microsoft account.

For questions/clarifications, please contact **Mr. Richard Mel Daileg** through email at richard.daileg@deped.gov.ph copy furnish epmo@deped.gov.ph or through mobile number +63 950-719-6382.

Respectfully requesting for your compliance.







Thank you.






PAPs TO BE MONITORED IN THE EPMO FY 2024 SUB-ARO MONITORING SYSTEM

PAPs TO BE MONITORED IN FY 2024	INDICATIVE AMOUNT FOR DOWNLOADING	AMOUNT DIRECTLY RELEASED TO ROs
1. Basic Education Facilities Fund (BEFF)	7.41B	-
2. Basic Education Curriculum (BEC)	3.26B	-
3. Quick Response Fund (QRF)	3B	-
4. Last Mile Schools Program (LMSP)	3B	-
5. Operation of Schools (School MOOE)	1.5B	-
6. Textbooks and other Instructional Materials (T&IMs)	2.60B	-
7. Learning Tools and Equipment (LTE)	1.35B	-
8. Flexible Learning Options (FLO)	1.21B	2.69B
<i>a) Alternative Learning System (ALS)</i>	507M	61M
<i>b) Learning Resources (LR)</i>	700M	2.63B
9. General Management and Supervision (GMS)- MOOE	817M	-
10. School-Based Feeding Program (SBFP)	447M	11.26B
11. DepEd Computerization Program (DCP)	95M	-
12. Learner Support Program (LSP)	TBD	-
13. Child Protection Program (CPP)	TBD	-
14. Disaster Preparedness and Response Program (DPRP)	-	2B
INDICATIVE TOTAL	24.69B	15.95B

MONITORING LINK OF SELECTED P/A/Ps PER REGION

REGION	LINK	QR
I	https://bit.ly/R1-SUBARO-MONITORING	
II	https://bit.ly/R2-SUBARO-MONITORING	
III	https://bit.ly/R3-SUBARO-MONITORING	
IV-A	https://bit.ly/R4A-SUBARO-MONITORING	
IV-B	https://bit.ly/R4B-SUBARO-MONITORING	
V	https://bit.ly/R5-SUBARO-MONITORING	
VI	https://bit.ly/R6-SUBARO-MONITORING	
VII	https://bit.ly/R7-SUBARO-MONITORING	
VIII	https://bit.ly/R8-SUBARO-MONITORING	
IX	https://bit.ly/R9-SUBARO-MONITORING	
X	https://bit.ly/R10-SUBARO-MONITORING	
XI	https://bit.ly/R11-SUBARO-MONITORING	

REGION	LINK	QR
XII	https://bit.ly/R12-SUBARO-MONITORING	
XIII	https://bit.ly/R13-SUBARO-MONITORING	
CAR	https://bit.ly/CAR-SUBARO-MONITORING	
NCR	https://bit.ly/NCR-SUBARO-MONITORING	