




DEPARTMENT OF EDUCATION  
Region X- Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**  
Purok 6, Casisang, City of Malaybalay  
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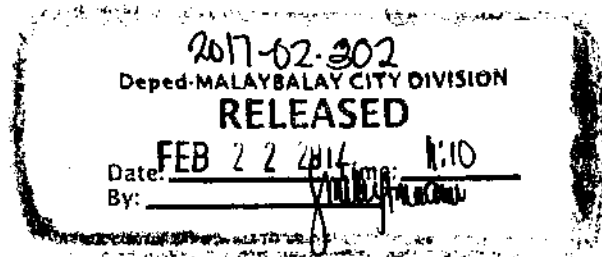
**DIVISION MEMORANDUM**  
NO. 102 s. 2017

To: Chief Education Supervisors & Staff, CID & SGOD  
Public Elementary & Secondary School Heads  
This Division

From:   
**EDILBERTO L. OPLENARIA, CESO VI**  
Schools Division Superintendent

Date: February 22, 2017

Subject: **DISSEMINATION OF DEPED ORDER No. 7, s. 2017**  
**(GUIDELINES ON THE UTILIZATION OF FISCAL YEAR 2017 PROGRAM**  
**SUPPORT FUND FOR MONITORING OF FY 2016 BOTTOM-UP**  
**BUDGETING PROJECTS)**



1. This Office hereby disseminates DepEd Order No. 7, s. 2017 entitled "Guidelines On The Utilization Of Fiscal Year 2017 Program Support Fund for Monitoring of FY 2016 Bottom-Up Budgeting Projects" for information and guidance.
2. Immediate dissemination of this Memorandum is highly desired.

Copy furnished:  
Records Unit



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF EDUCATION  
REGION X

Zone 1, Upper Balulang, Cagayan de Oro City  
Telephone No.: (088) 880-7072, 880-7071 Telefax: (08822) 72-26-51 Website: depedreg10.net

**Tayo**  
PARA SA  
EDUKASYON

February 16, 2017  
DepED-X  
Cagayan de Oro City

**REGION MEMORANDUM**

No. 75, s. 2017

2017  
1328  
RECEIVED

**DISSEMINATION OF DEPED ORDER NO. 7, S. 2017**  
**(Guidelines on the Utilization of Fiscal Year 2017 Program Support Fund for Monitoring of FY 2016 Bottom-up Budgeting Projects)**

To: Schools Division Superintendents  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned  
*This Region*

1. For the information and guidance of all concerned, enclosed is a copy of DepED Order No. 7, s. 2017 re: *Guidelines on the Utilization of Fiscal Year 2017 Program Support Fund for Monitoring of FY 2016 Bottom-up Budgeting Projects* for compliance.
2. Immediate dissemination of this Memorandum is desired.

  
ALLAN G. FARNAZO  
Director IV

Encls: As stated

Reference: DepED Order No. 7, s. 2017

To be indicated in the perpetual index under the following subjects:

POLICY GOVERNANCE & OPERATIONS PROGRAMS & PROJECTS

PPRD/anne



Republic of the Philippines  
**Department of Education**

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08 FEB 2017

DepEd ORDER  
No. **7**, s. 2017

**GUIDELINES ON THE UTILIZATION OF FISCAL YEAR 2017 PROGRAM SUPPORT FUND FOR MONITORING OF FY 2016 BOTTOM-UP BUDGETING PROJECTS**

To: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
Public Elementary and Secondary Schools Heads  
All Others Concerned

1. The Department of Education (DepEd) hereby issues the DepEd Order entitled **Guidelines on the Utilization of Fiscal Year (FY) 2017 Program Support Fund (PSF) for Monitoring of FY 2016 Bottom-Up Budgeting (BUB) Projects** which aims to identify eligible activities and expenditure items supporting the effective and efficient implementation of BUB projects. These guidelines amend Section 9.2 of DepEd Order No. 63, s. 2016 entitled *Guidelines on the Implementation and Monitoring of FY 2016 Bottom-Up Budgeting Projects*.
2. A total amount of Nine Million Six Hundred Sixty Thousand Pesos (P 9, 660,000.00) charged to FY 2016 Planning and Management Information Systems Fund shall be released by the Financial Assistance Management Service-Budget Division (FMS-BD), Central Office, through the issuance of SUB-ARO to regional Offices (ROs) and schools division offices (SDOs) with approved Work and Financial Plans (WFPs) as endorsed to the Planning Service-Planning and Programming Division (PS-PPD).
3. The ROs and SDOs with more than four BUB Projects under FY 2016 listed in Enclosure No. 1 are qualified to receive the FY 2017 Program Support Fund.
4. The PSF shall be utilized for the following eligible activities and expenditure items:
  - a. Engagement of personnel (job orders or contract-of-service) to assist BUB Coordinators in ROs and SDOs in the monitoring and reporting, including the encoding of the status of BUB projects to OpenBUB Portal. Monthly wages should range from Six Thousand Pesos (P 6,000.00) to Twenty Two Thousand Five Hundred Pesos (P 22, 500.00) depending on the qualification and nature of work (job orders or contract of service);
  - b. Conduct of activities in support of the implementation, monitoring and evaluation of BUB projects, such as coordination meetings or workshops, capacity building, technical assistance, field validation, benchmarking, and other related activities;
  - c. Purchase of supplies and materials for workshops or trainings and office consumption supplies;

- d. Purchase of small capital expenditure items worth less than Fifteen Thousand Pesos (P 15,000.00), as provided in the new Government Accounting Manual issued by the Commission on Audit (i.e. LCD, camera with GPS, printer, and wifi or broadband);
  - e. Communication and transportation allowance or expenses of BUB Coordinators and DepEd Engineers. *Purchase of cellphones is not allowed;*
  - f. Advocacy materials (i.e. brochures, magazines, t-shirt, among other materials); and
  - g. Repair and maintenance of service vehicles, including purchase of fuel and lubricants.
5. The ROs and SDOs shall submit their duly accomplished WFP to utilize this fund, using the prescribed template provided in Enclosure No. 2 to PS-PPD, DepEd Central Office or email at [ps.ppd@deped.gov.ph](mailto:ps.ppd@deped.gov.ph) for reference on or before **February 24, 2017**.
6. Utilization and liquidation of this fund shall be subject to the usual accounting and auditing rules and regulations.
7. All other provisions of DO 63, s. 2016 shall remain in force.
8. All DepEd Orders and other related issuances, rules and regulations and provisions which are inconsistent with these guidelines are repealed, rescinded, or modified accordingly.
9. This Order shall take effect immediately upon its publication on [www.deped.gov.ph](http://www.deped.gov.ph).
10. Immediate dissemination of and compliance with this Order is directed.

  
**LEONOR MAGTOLIS BRIONES**  
Secretary

Encls.:

As stated

Reference:

DepEd Order: (No. 63, s. 2016)

To be indicated in the Perpetual Index  
under the following subjects:

ALLOCATION  
EXPENSES  
FUNDS  
OFFICIALS  
PROGRAMS  
PROJECTS  
PURCHASE



PROGRAM SUPPORT FUND OF ROS AND SDOS

REGION VI	AKLAN	60,000
	ANTIQUE	110,000
	GUIMARAS	80,000
	ILOILO	170,000
	REGIONAL OFFICE	200,000
<b>Total, REGION VI</b>		<b>620,000</b>
REGION VII	BOHOL	170,000
	CEBU	170,000
	SIQUIJOR	70,000
	REGIONAL OFFICE	200,000
<b>Total, REGION VII</b>		<b>610,000</b>
NEGROS ISLAND REGION	NEGROS OCCIDENTAL	150,000
	NEGROS ORIENTAL	80,000
	REGIONAL OFFICE	150,000
<b>Total, NIR</b>		<b>380,000</b>
REGION VIII	CALBAYOG CITY	50,000
	EASTERN SAMAR	140,000
	LEYTE	170,000
	NORTHERN SAMAR	120,000
	SAMAR	80,000
	SOUTHERN LEYTE	170,000
	REGIONAL OFFICE	200,000
<b>Total, REGION VIII</b>		<b>930,000</b>
REGION IX	DAPITAN CITY	50,000
	ZAMBOANGA DEL NORTE	170,000
	ZAMBOANGA DEL SUR	80,000
	ZAMBOANGA SIBUGAY	60,000
	REGIONAL OFFICE	200,000
<b>Total, REGION IX</b>		<b>560,000</b>
REGION X	LANAO DEL NORTE	50,000
	REGIONAL OFFICE	100,000
<b>Total, REGION X</b>		<b>150,000</b>
REGION XI	DAVAO DEL SUR	160,000
	DAVAO ORIENTAL	80,000
	REGIONAL OFFICE	150,000
<b>Total, REGION XI</b>		<b>390,000</b>
REGION XII	KORONADAL CITY	50,000
	NORTH COTABATO	100,000
	SULTAN KUDARAT	150,000
	REGIONAL OFFICE	200,000
<b>Total, REGION XII</b>		<b>500,000</b>
CARAGA	AGUSAN DEL SUR	50,000
	BISLIG CITY	50,000
	SURIGAO DEL NORTE	100,000
	SURIGAO DEL SUR	110,000
	REGIONAL OFFICE	150,000
<b>Total, CARAGA</b>		<b>460,000</b>
<b>Grand Total</b>		<b>9,660,000</b>

PROGRAM SUPPORT FUND OF ROS AND SDOS

CAR	BENGUET	90,000
	REGIONAL OFFICE	100,000
<b>Total, CAR</b>		<b>190,000</b>
REGION I	BATAK CITY	50,000
	ILOCOS NORTE	170,000
	ILOCOS SUR	170,000
	LA UNION	70,000
	PANGASINAN I	100,000
	PANGASINAN II	70,000
	REGIONAL OFFICE	250,000
<b>Total, REGION I</b>		<b>880,000</b>
REGION II	CAGAYAN	170,000
	ISABELA	170,000
	NUEVA VIZCAYA	100,000
	QUIRINO	90,000
	REGIONAL OFFICE	200,000
<b>Total, REGION II</b>		<b>730,000</b>
REGION III	AURORA	60,000
	BULACAN	170,000
	NUEVA ECIJA	100,000
	PAMPANGA	170,000
	TARLAC	130,000
	ZAMBALES	150,000
	REGIONAL OFFICE	250,000
<b>Total, REGION III</b>		<b>1,030,000</b>
REGION IV-A	BATANGAS	170,000
	CAVITE	170,000
	LAGUNA	170,000
	QUEZON	170,000
	RIZAL	160,000
	REGIONAL OFFICE	250,000
<b>Total, REGION IV-A</b>		<b>1,090,000</b>
REGION IV-B	CALAPAN CITY	50,000
	OR. MINDORO	70,000
	PALAWAN	170,000
	ROMBLON	80,000
	REGIONAL OFFICE	200,000
<b>Total, REGION IV-B</b>		<b>570,000</b>
NCR	REGIONAL OFFICE	100,000
<b>Total, NCR</b>		<b>100,000</b>
REGION V	ALBAY	100,000
	CAMARINES SUR	170,000
	REGIONAL OFFICE	200,000
<b>Total, REGION V</b>		<b>470,000</b>



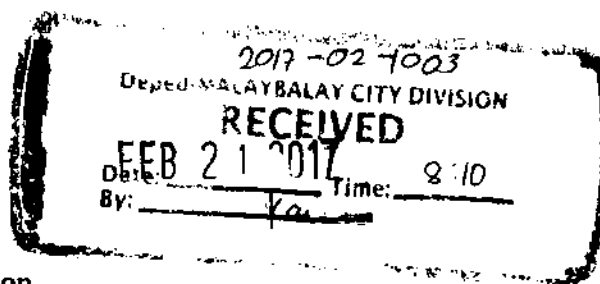
Republic of the Philippines  
 Department of Education  
 Region X - Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**  
 Malaybalay City District VI



**MALAYBALAY CITY NATIONAL SCIENCE HIGH SCHOOL**  
 Purok 1, Aglayan, Malaybalay City

February 20, 2017

**EDILBERTO L. OPLENARIA, CESO VI**  
 Schools Division Superintendent  
 Division of Malaybalay City  
 Purok 6, Casisang, Malaybalay City



Thru: **ROSIE A. SALUPADO**  
 Education Program Supervisor in  
 Schools Governance and Operations Division

SIR:

Greetings!

The undersigned teachers would like to attend the Girl Scouts of the Philippines, Bukidnon Council 4<sup>th</sup> Council-wide Fun Day, 10<sup>th</sup> Mammoth Rally, and 1<sup>st</sup> Council Gathering of Leaders, on February 25 and 26, 2017, at the Covered Court, Barangay 4, Malaybalay City.

Thank you.

Very truly yours,

Jenalyn Surtacio

Ginalyn M. Bandao

Gaylyn Baula

Leah Jean R. Daba

Jamailan S. Pangcoga

Pepie Cena

Cherith Hope Peñas

Rosanna Amor Salana

Noted by:

**JOHN P. RAROGAL**  
 Secondary School Principal I