



DEPARTMENT OF EDUCATION
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY



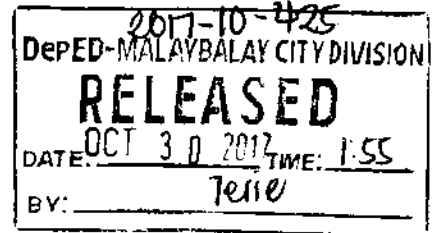
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DIVISION MEMORANDUM

No. 513, s. 2017

TO : Chief Education Supervisors and Staff – SGOD & CID
Public Elementary and Secondary School Heads
All Others Concerned

FROM : *[Signature]*
EDILBERTO L. OPLENARIA, CESO VI
Schools Division Superintendent



DATE : October 27, 2017

SUBJECT : **DIVISION MONITORING OF ADOPT-A-SCHOOL PROJECTS FOR SY 2016-2017 AND SY 2017-2018**

1. Pursuant to DepEd Memorandum no. 45, s. 2017 re: *Guidelines on the Utilization of Fiscal Year 2017 Adopt-School Program Support Funds*, the field is hereby informed on the Division Monitoring of Adopt-A-School Projects for SY 2016-2017 and SY 2017-2018 on **November 8-29, 2017**.

2. The composition of the Division Monitoring Team and the schedule per District

DISTRICT	SCHEDULE	PERSONS IN-CHARGE
District 1-10 (Division Wide)	November 8-29, 2017	Lorenzo O. Capacio, EdD Ralph T. Quirog
District 9 & 10	November 8, 9, 10, 14 & 15	Rosie Salupado Marsifith M. Mamawag Maitel Israel Edelina Eborra Nancy Dequito, RN Paterno Padua Jr. Vicente Sanmiguel Edwin Cariaga Lucilyn Cahucom Marie Cris Obenita, RN
District 7 & 8	November 16, 21, 22 & 23	Marsifith M. Mamawag Edelina M. Eborra Paterno Padua Jr.

		Vicente G. Sanmiguel Edwin Cariaga Alma Molina, RN Keziah Fatima Un, RN
District 5 & 6	November 16, 21, 22 & 23	Rosie Salupado Maitel Israel Lucilyn Cahucom Edwin Cariaga Jimdandy Lucine Jennifer Lincuna, RN Mary Larcy Pojas, RN
District 3 & 4	November 24, 28 & 29	Rosie Salupado Edelina Eborá Lucilyn Cahucom Marcos Julita Fulgencio, DND Hazel Rusiana, RN
District 1 & 2	November 23, 24, 28 & 29	Marsifith M. Mamawag Paterno Padua Jr. Maitel Israel Vicente Sanmiguel Edwin Cariaga Jimdandy Lucine Marie Cris Oberita, RN Jennifer Lincuna, RN

3. Enclosure 1 is the *Division Monitoring Tool for Adopt-A-School Projects SY 2016-2017 and SY 2017-2018* for your reference.
4. Travelling expenses of the Division monitoring team is charged against ASP monitoring funds per DepEd Memorandum no. 45, s. 2017 subject to usual accounting and auditing rules and regulations.
5. Widest dissemination of this memorandum is highly desired.

Copy furnished:
Records Section
SocMob Section

TO BE POSTED IN THE WEBSITE

C. SSG/SPG

Project/Particulars	Source of Fund	Amount	Status of Implementation

D. PRIVATE ENTITIES (Corporation, Company, NGO, Private Individual)

Project/Particulars	Source of Fund	Amount	Status of Implementation

Monitored by:

Date: _____

Note: Use extra sheets if necessary

MMM



Republic of the Philippines
Department of Education

09 MAR 2017

DepEd MEMORANDUM
No. **45** s. 2017

**GUIDELINES ON THE UTILIZATION OF FISCAL YEAR 2017 ADOPT-SCHOOL
PROGRAM SUPPORT FUNDS**

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

1. The Department of Education (DepEd) is continuously improving partnership building and linkages through the Adopt-a-School Program (ASP) under the External Partnerships Service. The Program aims to obtain support from public and private entities to provide additional resources that will improve learning environment and expand access to quality education service for learners in public schools.

2. To scale up and sustain partnership initiatives at the regional and schools division levels, DepEd provides financial subsidy or ASP Support Fund.

3. The 2017 ASP Support Funds amounting to One Hundred Fifty Thousand Pesos (P 150,000.00) for the regional offices, and Seventy Five Thousand Pesos (75,000.00) for the school division offices, shall be downloaded through (Sub-ARO) issuance. The list of implementing regional and schools division offices, each of which with a corresponding allocation, is contained in Enclosure Nos. 1 and 2.

4. The downloaded support funds shall be used for the following purposes:

- a. Orientation of school heads on ASP, *Brigada Eskwela* Program and relevant Partnership Guidelines;
- b. *Brigada Eskwela* monitoring and evaluation activities;
- c. *Brigada Eskwela* Awards Program at the schools division and regional levels;
- d. Stakeholders' Forum and Partnership Appreciation Program at the schools division and regional levels;
- e. Partnership building and planning activities at the schools division and regional levels; and
- f. Other activities related to partnerships and external linkages.

5. The following objects of expenditure shall not be allowed under the subsidy:

- a. Personal Services such as salaries, overtime pay and honoraria;
- b. Operational Expenses such as utilities (water, electricity, internet connectivity, among others) funded from the regular Maintenance and Other Operating Expenses; and
- c. Capital Outlay, such as purchase of equipment and gadgets.

6. The Physical and Financial Accomplishment, which reflects the activities undertaken through out the year shall be submitted, using the format provided in Enclosure No. 3, to External Partnerships Service, DepEd Central Office, Teodora Alonzo Bldg., DepEd Complex, Meralco Avenue, Pasig City.
7. The submission of budget utilization or liquidation report to regions and schools divisions is stated until first week of December 2017.
8. Non-compliance may result in the suspension of the financial subsidy.
9. Immediate dissemination of this Memorandum is desired.


LEONOR MAGTOLIS BRIONES
Secretary

Encls.:

As stated

Reference:

DepEd Memorandum No. 6, s. 2017

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

ALLOCATION
EXPENSES
FUNDS
OFFICIALS
PROGRAMS
PROJECTS