



Republic of the Philippines  
**Department of Education**  
 REGION X - NORTHERN MINDANAO  
 DIVISION OF MALAYBALAY CITY

DM 2020-06-241  
 DIVISION OF MALAYBALAY CITY  
 RELEASED  
 DATE: 12/20/2020 TIME: 2:36  
 BY: [Signature]

DIVISION MEMORANDUM

NO. 241, s. 2020

TO: Assistant Schools Division Superintendent  
 Chief Education Supervisors and Staff, CID and SGOD  
 Unit Heads and Staff  
 Elementary and Secondary School Heads and Teachers  
 All Others Concerned

FROM: **VICTORIA V. GAZO, Ph.D., CESO V**  
 Schools Division Superintendent

SUBJECT: REVISION OF SCHOOL OPERATING BUDGET PURSUANT TO BASIC  
 EDUCATION LEARNING CONTINUITY PLAN

DATE: June 22, 2020

1. The Department of Education formally adopts the Basic Education Learning Continuity Plan (BE-LCP) as provided in DepEd Order No. 12, s. 2020 (Adoption of the Basic Education Learning Continuity Plan for SY 2020-2021 In Light of the COVID-19 Public Health Emergency). The key elements of the learning strategies that shall operationalize the BE-LCP are the streamlining of the K to 12 Curriculum into the Most Essential Learning Competencies (MELCs), and allowing of multiple learning delivery modalities such as distance learning and blended learning, either on top or in place of face-to-face learning.
2. To help learners, parents, and teachers implement these learning delivery modalities, Self-Learning Modules (SLMs) shall be made available in print and offline/online digital formats, for use this incoming school year.
3. The Local School Board of the City of Malaybalay exhausted all means and agreed to allocate an amount under the Special Education Fund (SEF) FY 2020 to cover for one (1) to two (2) months of printing the Self-Learning Modules (SLMs) for all the learners of the Division of Malaybalay City.
4. In view thereof, all schools should revisit the School Operating Budget FY 2020 to give way to expenses for the continuity of reproduction of Self-Learning Modules (SLMs). Per technical review, the expense is set at approximately twenty-seven percent (27%)





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of the annual MOOE allocation which will be used exclusively for reproduction of SLMs such as but not limited to:

- a. Bond paper
  - b. Ink/Master Roll
  - c. Plastic Envelopes
5. The revised School Operating Budget may also cover the upgrading of internet connection in schools to be used in the online learning delivery, webinars and online meetings.
  6. Repair and maintenance of school buildings and facilities may be continued as a minor expense only following the principles to protect the health, safety, and well-being of learners, teachers and personnel, and to prevent the further transmission of COVID-19.
  7. It is understood that the corresponding Project Procurement Management Plan (PPMP) and Annual Procurement Plan (APP) will likewise be revised for this purpose. Deadline for submission of the School Operating Budget is on or before **June 30, 2020**.
  8. For guidance, compliance and widest dissemination.

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