



September 16, 2016

DIVISION MEMORANDUM
No. 557, s. 2016

UPDATES OF THE CREATION OF BILLING STATEMENTS FOR THE SENIOR HIGH SCHOOL VOUCHER PROGRAM

TO : Assistant Superintendents
Chief Education Program Supervisors
Education Program Supervisors/Coordinators
District Supervisors/OICs/SEPS/EPS II
Lead Secondary Schools Principals
Private School Presidents, Administrators and Principals

1. Attached is Regional Memorandum No. 554, s. 2016, entitled, "**UPDATES OF THE CREATION OF BILLING STATEMENTS FOR THE SENIOR HIGH SCHOOL VOUCHER PROGRAM**", for your reference and guidance.
2. For inquiries and clarifications, all concerned may contact the **Private Education Assistance Committee (PEAC) National Secretariat**, 5th Floor, Salamin Building, 197 Salcedo Street, Legaspi Village, Makati City at telephone no. (02) 840-6000 or **PEAC Regional Secretariat**, University of San Jose – Recoletos – Main Campus, Magallanes Street, Cebu City.
3. Immediate and wide dissemination of this Memorandum is directed.


RHEA MAR A. ANGTUD, Ed. D., CESO VI
Schools Division Superintendent

Telephone Numbers:

Schools Division Superintendent:	(032) 255-6405
Asst. Schools Division Superintendent:	(032) 414-7457
Accounting Section:	(032) 254-2632
Disbursing Section:	(032) 255-4401
Admin/Legal:	(032) 253-7847

Website : www.depedcebuprovince.com
E-mail Add: depedcebuprovince@yahoo.com



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



REGIONAL MEMORANDUM
No. **0554**, Series of 2016

SEP 05 2016

**UPDATES OF THE CREATION OF BILLING STATEMENTS
FOR THE SENIOR HIGH SCHOOL VOUCHER PROGRAM**

To: Schools Division Superintendents/Officers-in-Charge of Interim and Regular Schools Divisions
Education Program Supervisors/Division Coordinators In-Charge of Senior High School Program
Public and Private Secondary School Heads
All Others Concerned

1. This Regional Office disseminates DepEd Memorandum No. 142, s. 2016 dated September 2, 2016 entitled "**Updates on the Creation of Billing Statements for the Senior High School Voucher Program**" for the information and guidance of all concerned.
2. Attached herewith is a copy of said DepEd Memorandum for your reference.
3. For inquiries and clarifications, all concerned may contact the **Private Education Assistance Committee (PEAC) National Secretariat**, 5th Floor, Salamin Building, 197 Salcedo Street, Legaspi Village, Makati City at telephone no. (02) 840-6000 or the **PEAC Regional Secretariat**, University of San Jose-Recoletos-Main Campus, Magallanes Street, Cebu City.
4. Immediate and wide dissemination of this Memorandum is directed.

Juliet A. Jeruta
JULIET A. JERUTA

Director III
Officer-in-Charge
Office of the Regional Director

Enclosure: as stated
JA./MCG/jksb
QAD

Office of the Director (ORD:r), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; 255-4542 Field Technical Assistance Division (FTAD),
Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239
Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;
414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4367
Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

"EFA 2015: Karapatan ng Lahat, Pananagutan ng Lahat"



Republic of the Philippines
Department of Education

02 SEP 2016

DepEd MEMORANDUM
No. **142**, s. 2016

**UPDATES ON THE CREATION OF BILLING STATEMENTS
FOR THE SENIOR HIGH SCHOOL VOUCHER PROGRAM**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Secretary, ARMM
Regional Directors
Schools Division Superintendents
Public and Private Secondary Schools Heads
All Others Concerned

1. In relation to DepEd Order No. 38, s. 2016, entitled *Clarifications and Additional Information to DepEd Order No. 46, s. 2015 (Detailed Guidelines on the Implementation of the Senior High School Voucher Program)*, the Department of Education (DepEd) issues this Order to provide **Updates on the Creation of Billing Statements for the Senior High School Voucher Program** using the Voucher Management System (VMS).
2. The regular process of creating billing statements for the SHS VP is as follows:
 - a. Enrol learners in the Learner Information System (LIS); and
 - b. Create billing statements in the VMS based on the list of Qualified Voucher Recipients (QVRs) automatically generated from the LIS.
3. The DepEd has noted that there are problems with the list of QVRs automatically generated from the LIS. In particular, tagging of the following QVRs is yet to be completed:
 - a. Education Service Contracting (ESC) grantees; and
 - b. Approved SHS VP applicants.
4. To resolve this, the DepEd shall allow manual uploading of QVRs in the VMS for the first semester. The step-by-step process for uploading is found in the enclosure.
5. The manual uploading facility in the VMS shall only be used for untagged QVRs in the LIS as mentioned in Item 3. Tagged QVRs shall be billed following the regular process of creating billing statements as mentioned in Item 2.
6. Schools shall ensure that the QVRs to be uploaded in the VMS have Learner Reference Numbers (LRN) and are enroled in the LIS. Otherwise, uploading will be unsuccessful.
7. The manual uploading facility in the VMS shall be available from **August 31 to September 30, 2016.**

8

8. For inquiries and clarifications, all concerned may contact the **Private Education Assistance Committee (PEAC) National Secretariat**, 5th Floor, Salamin Building 197 Salcedo Street, Legaspi Village, Makati City at telephone no. (02) 840-6000.

9. Immediate dissemination of this Memorandum is desired.


LEONOR MAGTOLIS BRIONES
Secretary

References:

DepEd Order: (Nos. 38, s. 2016 and 46, s. 2015)

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

FUNDS
LEARNERS
POLICY
PROGRAMS
SCHOOLS
SENIOR HIGH SCHOOL
STRAND: Finance and Administration

SMA, DM Updates on the Creation of Filing Statements for the SHS VP
0615, August 31/September 1, 2016

