



OCT 05 2016

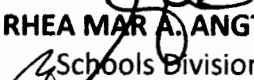
DIVISION MEMORANDUM

No. 629, s. 2016

**DISTRIBUTION FUNDS FOR THE CENTRALLY PROCURED KINDER  
ACTIVITY SHEETS AND OTHER LEARNER'S MATERIALS AND TEACHER  
GUIDES**

To: Assistant Superintendents  
SGOD, Division Supervisors  
Elem. School Principals  
District Supervisors/OICs  
Property Custodians

1. The field is hereby informed on the downloaded distribution funds to be requested to the Department of Budget and Management upon submission of the necessary documents from the field which includes among others; the Delivery Receipts, Inspection and Acceptance Reports, Inventory Custodian Slips and the corresponding summary of expenses.
2. Enclosed is the copy of the Draft Memorandum that request authorities to download the distribution funds to the DepEd, Division Office from the office of Edel B. Carag, Director III, Officer Incharge of Bureau of Learning Resources for the office of Reynaldo Laguda, Undersecretary for Finance and Administration, and the Office of Dina S. Ocampo, Undersecretary for Programs and Projects, which indicates the list of Learner's Materials and Teacher's Guides covered, for the information and guidance to all concerned.
3. Immediate and wide dissemination of this Memorandum is enjoined.

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



Department of Education  
**BUREAU OF LEARNING RESOURCES**

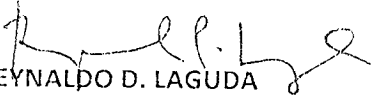
Ground Floor, Bonifacio Bldg., DepEd Complex, Meralco Ave, Pasig City  
\*inocsctd@yahoo.com \* inocsctd@deped.gov.ph \* depedblrr@gmail.com  
6341054 \* 6341072 \* 6319294 \* 6340901




MPA 04184

Office of the Director

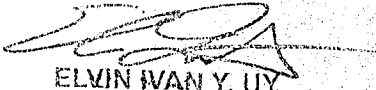
MEMORANDUM

For :   
REYNALDO D. LAGUDA  
Undersecretary for Finance and Administration

From :   
EDEL B. CARAG  
Director-III  
Officer-in-Charge, Bureau of Learning Resources

Subject : Request to Download the Distribution Funds to the Division Offices  
re Learning Resources Centrally Procured

Date : April 11, 2016

  
ELVIN IVAN Y. UY  
Assistant Secretary  
Officer-in-Charge, Undersecretary  
for Curriculum and Instruction

This is to request authority to download the distribution funds to the DepEd division offices nationwide through the issuance of a Sub-Allotment Release Order (Sub-ARO). The total amount to be downloaded is **FORTY NINE MILLION, ONE HUNDRED SEVENTY EIGHT THOUSAND, SIX HUNDRED FORTY SIX PESOS (Php49,178,646.00)** chargeable against textbook funds.

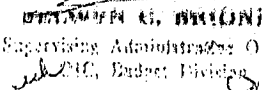
The distribution funds are provided as a subsidy to cover the actual expenses incurred in transporting the centrally procured elementary learning resources (i.e., Kinder Activity Sheets, Learner's Materials, Teacher's Guides) from the school districts, which serve as the delivery sites, down to their elementary schools. The working budget allotted per district office is computed based on a one peso and fifty centavos (Php1.50) per copy of learning material received.

Please be informed that schools located near the district offices shall not incur transportation cost. Hence, they shall not have any allocation, while schools in hard-to-reach areas may need more than the allotted funds per learning material. Further, all LMs and TGs issued during the mass training of teachers are not covered by the distribution fund.

Attached for your ready reference are the detailed allotment per division and a copy of the draft DepEd memorandum that provide the information and guidelines relative to the utilization of the above subject distribution funds.

For your consideration and approval, Sir. Thank you.

E.B. CARAG

PCN-10  
27 MAY 20 2016 P 49,178,646.  
CURRENTLY AVAILABLE  
  
BENJAMIN C. BUNCIN  
Supervising Administrative Officer  
BLC, Budget Division





Republic of the Philippines  
DEPARTMENT OF EDUCATION

DepED Complex, Meralco Avenue, Pasig City

Philippines 1600

BUDGET DIVISION  
FINANCIAL AND MANAGEMENT SERVICE



**SUB-ALLOTMENT RELEASE ORDER**

<b>PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION:</b> 270003020600001 - Current Appropriations Textbooks/Instructional Materials (including P100 Million for Children with Special Needs)		<b>REFERENCE:</b> FY 2016 GAA dated 12/29/15	<b>SUB-ALLOTMENT RELEASE ORDER NO.</b> OSEC-7-16-1825
<b>FUND CODE:</b> 01101101		<b>LEGAL BASIS:</b> Republic Act No. 10717 - FY 2016 GAA	<b>DATE:</b> 03-May-16
<b>AGENCY CODE:</b> A0699			<b>FISCAL YEAR:</b> FY 2016
<b>PURPOSE:</b> <i>Distribution Fund to cover expenses to be incurred in transporting the centrally procured elementary learning resources from the schools district offices to the elementary schools.</i>			
<b>To:</b> The Schools Division Superintendent Schools Division of Cebu DepED - Region VII			<b>Region:</b> Z
<b>PARTICULARS</b>		<b>ALLOTMENT CLASS/ ACCOUNT CODE</b>	<b>AMOUNT AUTHORIZED</b>
Subsidy to NGAs		MOOE 5021401000	1,114,371.00
<b>AMOUNT IN WORDS:</b> *** One Million One Hundred Fourteen Thousand Three Hundred Seventy One Pesos Only ***			<b>Total:</b> <u>1,114,371.00</u>
<b>NOTE:</b> The allotment herein sub-allotted is valid for obligation until December 31, 2017.			

The above sub-allotments have been made available for expenditures of the Region/Division/School. It is your primary responsibility to keep expenditures within the limits of the amount sub-allotted. Pursuant to Section 41, Book VI of Executive Order No. 292, the incurrence of overdrafts is prohibited. Parties responsible for the incurrence of overdrafts shall be held personally liable therefor. It is understood that the allotments herein authorized shall be used solely for the purposes indicated and disbursements therefrom shall be made in accordance with existing budgeting, accounting and auditing rules and regulations.

**CERTIFIED CORRECT:**

SELWYN C. BRIONES  
Supervising Administrative Officer  
OIC, Budget Division

**RECOMMENDING APPROVAL:**

ARMANDO C. RUIZ  
Chief Administrative Officer  
OIC, Office of the Assistant Secretary for  
Finance and Administration

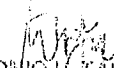
**APPROVED:**

REYNALDO D. LAGUDA  
Undersecretary  
Office of the Undersecretary for Finance  
and Administration

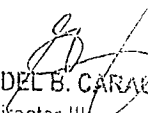
SUMMARY OF DISTRIBUTION FUNDS  
 (LEARNING MATERIALS CENTRALLY PROCURED IN FY 2015)  
 April 20, 2016.

Region	Division	No. of ES	No. of Districts	Total Distribution Cost	QUANTITY
					Total Quantity Received
VII	TOTAL	2,936	194	3,824,697	2,549,798
VII	Bais City	41	2	43,439	28,959
VII	Bayawan City	53	2	66,988	44,657
VII	Bohol	931	54	671,253	447,502
VII	Tagbilaran City	17	2	39,599	26,399
VII	Cebu Province	893	55	1,114,371	742,914
VII	Carcar City, Cebu	33	2	64,625	43,083
VII	Naga City, Cebu	26	3	63,102	42,068
VII	Bogo City, Cebu	23	3	38,184	25,456
VII	Cebu City	68	16	401,031	267,354
VII	Danao City	44	4	79,284	52,856
VII	Dumaguete City	18	3	51,351	34,234
VII	Lapu-Lapu City	44	4	208,817	139,211
VII	Mandaue City	27	4	149,879	99,919
VII	Negros Oriental	477	23	471,324	314,216
VII	Guihulngan City, Neg Or	57	2	55,530	37,020
VII	Siquijor	64	5	44,600	29,733
VII	Talisay City	25	3	109,443	72,962
VII	Tanjay City	45	3	39,167	26,111
VII	Toledo City	50	4	112,716	75,144

Prepared by:

  
 ANTONIO R. TAN  
 Supervising Education Program Specialist

Noted by:

  
 EDEL B. CARAG  
 Director III  
 OIC-Director IV