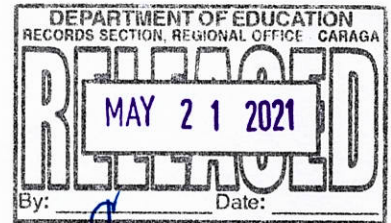




Republic of the Philippines  
**Department of Education**  
CARAGA REGION



May 20, 2021

REGIONAL MEMORANDUM

No. 313, s. 2021

To: SCHOOLS DIVISION SUPERINTENDENTS  
Division ALIVE Coordinators  
This Region

SUBMISSION OF PHYSICAL AND FINANCIAL ACCOMPLISHMENT  
REPORT ON THE UTILIZATION OF MADRASAH EDUCATION  
PROGRAM (MEP) SUPPORT FUND FOR FY 2020

1. In reference to Memorandum OUCI-DM-2021-00159 dated April 28, 2021, Schools Division Offices (SDOs) implementing Madrasah Education Program (MEP) are requested to submit their Physical and Financial Accomplishment Report on the utilization of MEP support funds as stated in DepEd Order No. 58, s. 2016 and the additional guidelines for the utilization of funds as stated in Regional Memorandum No. 352, s. 2020 and Annex 1 of ATC-2020-CO-00236 of the Bureau of Learning Delivery-Student Inclusion Division (BLD-SID) released last October 23, 2020.
2. The template for the Physical and Financial Accomplishment Report for FY 2020 is attached as Enclosure 1. The amount downloaded to each MEP-implementing SDO is attached as Enclosure 2.
3. To facilitate the completion and submission of Physical and Financial Accomplishment Report for FY 2020 to the Regional Office, Division ALIVE Coordinators (DACs) are requested to upload both the raw and approved files on or before May 24, 2021 through the shared Google Drive. The link for the shared Google Drive is [http://bit.ly/MEPSDO\\_PSF-REPORT](http://bit.ly/MEPSDO_PSF-REPORT).
4. For queries or clarifications regarding the templates to be accomplished, you may contact the Regional ALIVE Coordinator (RAC), **Ms. Rhea J. Yparraguirre**, Education Program Supervisor of the Curriculum and Learning Management Division through the e-mail address: [rhea.yparraguirre@deped.gov.ph](mailto:rhea.yparraguirre@deped.gov.ph).



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5. Immediate dissemination and compliance of this Memorandum is highly desired.

  
**EVELYN R. FETALVERO, CESO IV**  
Director IV *ins*

Encl/s.: As stated

Reference/s: Memorandum OUCI-DM-2021-00159, re Submission of Physical and Financial Accomplishment Report on the Utilization of Madrasah Education Program (MEP) Support Fund for FY 2020

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

ALLOCATION  
ALLOWANCES  
FUNDS  
HONORARIA  
MADRASAH EDUCATION  
MONITORING AND EVALUATION  
PROGRAMS  
REPORTS

CLM/rjy  
05/20/2021



Republic of the Philippines  
**Department of Education**  
CARAGA REGION

**PHYSICAL AND FINANCIAL ACCOMPLISHMENT REPORT**  
**FY 2020**  
**Division: \_\_\_\_\_**

A. Date of Downloading to SDOs: April 2, 2020

| Amount of MEP<br>PSF Received<br>(FY 2020) | Eligible Items of<br>Expenditures<br>(D.O. 58, s. 2016)                                                 | Planned<br>(Based on WFP) |           | Accomplished |           | Utilization<br>Rate | Remarks |
|--------------------------------------------|---------------------------------------------------------------------------------------------------------|---------------------------|-----------|--------------|-----------|---------------------|---------|
|                                            |                                                                                                         | Physical                  | Financial | Physical     | Financial |                     |         |
| Php _____                                  | <b>Schools Division Offices</b>                                                                         |                           |           |              |           |                     |         |
| SARO No. _____                             | • Travel Expenses                                                                                       |                           |           |              |           |                     |         |
|                                            | • Meals                                                                                                 |                           |           |              |           |                     |         |
|                                            | • Training/ Workshop<br>Kits                                                                            |                           |           |              |           |                     |         |
|                                            | • Payment for rental<br>of venues/meeting<br>rooms                                                      |                           |           |              |           |                     |         |
|                                            | • Printing and/or<br>reproduction of<br>advocacy materials<br>such as leaflet,<br>flyers, posters, etc. |                           |           |              |           |                     |         |
|                                            | • Courier services                                                                                      |                           |           |              |           |                     |         |
|                                            | • Supplies and<br>materials                                                                             |                           |           |              |           |                     |         |



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| Amount of MEP<br>PSF Received<br>(FY 2020) | Eligible Items of<br>Expenditures<br>(D.O. 58, s. 2016)                                                                                                             | Planned<br>(Based on WFP) |           | Accomplished |           | Utilization<br>Rate | Remarks |
|--------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-----------|--------------|-----------|---------------------|---------|
|                                            |                                                                                                                                                                     | Physical                  | Financial | Physical     | Financial |                     |         |
|                                            | <ul style="list-style-type: none"> <li>Other expenses in support to eligible activities classified under MOOE</li> </ul>                                            |                           |           |              |           |                     |         |
|                                            | <b>Schools</b>                                                                                                                                                      |                           |           |              |           |                     |         |
|                                            | <ul style="list-style-type: none"> <li>Monthly compensation of an <i>Ustadz/ Ustadzah</i> (January to December)</li> </ul>                                          |                           |           |              |           |                     |         |
|                                            | <ul style="list-style-type: none"> <li>Monthly allowance for teaching materials of an <i>Ustadz/ Ustadzah</i> from January to March and June to December</li> </ul> |                           |           |              |           |                     |         |

B. Date of Downloading to SDOs: August 27, 2020

| Amount of MEP<br>PSF Received<br>(FY 2020) | Eligible Items of<br>Expenditures<br>(RM 352, s. 2020)                                                                         | Planned<br>(Based on WFP) |           | Accomplished |           | Utilization<br>Rate | Remarks |
|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|---------------------------|-----------|--------------|-----------|---------------------|---------|
|                                            |                                                                                                                                | Physical                  | Financial | Physical     | Financial |                     |         |
| PhP _____                                  | <b>Schools Division Offices</b>                                                                                                |                           |           |              |           |                     |         |
| SARO No. _____                             | <ul style="list-style-type: none"> <li>Development, reproduction, printing and delivery of ALIVE learning resources</li> </ul> |                           |           |              |           |                     |         |

| Amount of MEP<br>PSF Received<br>(FY 2020) | Eligible Items of<br>Expenditures<br>(RM 352, s. 2020)                                                                                                                      | Planned<br>(Based on WFP) |           | Accomplished |           | Utilization<br>Rate | Remarks |
|--------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-----------|--------------|-----------|---------------------|---------|
|                                            |                                                                                                                                                                             | Physical                  | Financial | Physical     | Financial |                     |         |
|                                            | <ul style="list-style-type: none"> <li>Communication expenses for attending RO-approved MEP-related webinars (subject to usual accounting rules and regulations)</li> </ul> |                           |           |              |           |                     |         |
|                                            | <ul style="list-style-type: none"> <li>Supplies and materials in support to the development of ALIVE learning materials</li> </ul>                                          |                           |           |              |           |                     |         |

C. Date of Downloading to SDOs: November 10, 2020

| Amount of MEP<br>PSF Received<br>(FY 2020) | Eligible Items of<br>Expenditures<br>(Annex 1 of ATC-2020-CO-00236 )                                                         | Planned<br>(Based on WFP) |           | Accomplished |           | Utilization<br>Rate | Remarks |
|--------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|---------------------------|-----------|--------------|-----------|---------------------|---------|
|                                            |                                                                                                                              | Physical                  | Financial | Physical     | Financial |                     |         |
| PhP _____                                  | Technical Support                                                                                                            |                           |           |              |           |                     |         |
| SARO No. _____                             | <ul style="list-style-type: none"> <li>Region-approved training for MEP implementers</li> </ul>                              |                           |           |              |           |                     |         |
|                                            | <ul style="list-style-type: none"> <li>Quality assurance of ALIVE LRs (including honoraria of non-DepEd evaluator</li> </ul> |                           |           |              |           |                     |         |

| Amount of MEP<br>PSF Received<br>(FY 2020) | Eligible Items of<br>Expenditures<br>(Annex 1 of ATC-2020-<br>CO-00236 )                                                                                     | Planned<br>(Based on WFP) |           | Accomplished |           | Utilization<br>Rate | Remarks |
|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-----------|--------------|-----------|---------------------|---------|
|                                            |                                                                                                                                                              | Physical                  | Financial | Physical     | Financial |                     |         |
|                                            | Administrative Support                                                                                                                                       |                           |           |              |           |                     |         |
|                                            | <ul style="list-style-type: none"> <li>Honoraria of Resource Speakers</li> </ul>                                                                             |                           |           |              |           |                     |         |
|                                            | <ul style="list-style-type: none"> <li>Courier services, supplies and materials and allowable expenses</li> </ul>                                            |                           |           |              |           |                     |         |
|                                            | <ul style="list-style-type: none"> <li>Development and reproduction of books, modules, big books, and other print or non-print learning resources</li> </ul> |                           |           |              |           |                     |         |
|                                            | <ul style="list-style-type: none"> <li>Other expenses in support to eligible activities classified under MOOE</li> </ul>                                     |                           |           |              |           |                     |         |
|                                            | <ul style="list-style-type: none"> <li>Procurement of other learning materials relative to LCP</li> </ul>                                                    |                           |           |              |           |                     |         |
|                                            | <b>Monitoring and Evaluation</b>                                                                                                                             |                           |           |              |           |                     |         |
|                                            | <ul style="list-style-type: none"> <li>M &amp; E of schools implementing ALIVE</li> </ul>                                                                    |                           |           |              |           |                     |         |
|                                            | <ul style="list-style-type: none"> <li>Travel expenses for on-site monitoring</li> </ul>                                                                     |                           |           |              |           |                     |         |

| Amount of MEP<br>PSF Received<br>(FY 2020) | Eligible Items of<br>Expenditures<br>(Annex 1 of ATC-2020-<br>CO-00236 )                                                                                                                                                      | Planned<br>(Based on WFP) |           | Accomplished |           | Utilization<br>Rate | Remarks |
|--------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-----------|--------------|-----------|---------------------|---------|
|                                            |                                                                                                                                                                                                                               | Physical                  | Financial | Physical     | Financial |                     |         |
|                                            | <ul style="list-style-type: none"> <li>Other expenses deemed imperative by the Schools Division Superintendent (<i>approved by the Regional Office</i>) to carry out plans and activities for MEP under the BE-LCP</li> </ul> |                           |           |              |           |                     |         |

Prepared and Submitted by:

Certified True and Correct:

Approved:

Division ALIVE Coordinator

Division Budget Officer

Schools Division Superintendent



