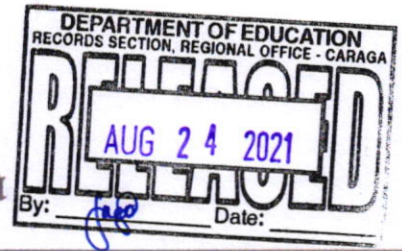




Republic of the Philippines
Department of Education
CARAGA REGION



August 23, 2021

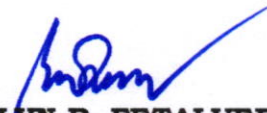
REGIONAL MEMORANDUM

No. 658, s. 2021

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
THE WORLD TEACHER'S DAY INCENTIVE BENEFITS

1. This office announces the release of Sub-Allotment Release Order (Sub-ARO) to cover funding requirements for the World Teacher's Day Incentive Benefit for FY 2021 under OSEC-13-21-3465 dated August 18, 2021.
2. Attached is the approved list.
3. Upon receipt of Sub-ARO, the SDOs shall immediately request for Issuance of Notice of Cash Allocation from the DBM RO XIII and disbursement of such fund shall be subject to existing government accounting and auditing rules and regulations.
4. Immediate dissemination and compliance of this memorandum is hereby directed.


EVELYN R. FETALVERO, PhD., CESO IV
Director IV
Regional Director

Encl.: as stated
Reference: FY 2021 GAA
To be indicated in the Perpetual Index
under the following subjects:

WORLD TEACHER'S DAY INCENTIVE BENEFITS
SUB-ARO

BUD/nap
08/20/2021



Address: J.P. Rosales Avenue,
Butuan City
Trunkline No: (085) 342-8207
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph



2021-08-10473

Document Control No:
DepEdRO13-F-REC-013/R3/02-18-2020

Summary of Sub-AROs Released to Division Offices CY 2021

Date of SARO	Particular	Recipient Division Offices	Sub-ARO No.	Amount
20-Aug-21	PPA 472 - World Teacher's Day Incentive Benefit	Agusan del Norte	RO-13-21-00550	3,403,000.00
	CURRENT APPROPRIATIONS	Agusan del Sur	RO-13-21-00551	7,572,000.00
	OSEC 13-21-3465 dtd 8/18/21	Bayugan City	RO-13-21-00552	1,326,000.00
	Allotment Class: PS	Bislig City	RO-13-21-00553	1,104,000.00
	5010499099 - Other Personnel Benefits	Butuan City	RO-13-21-00554	3,733,000.00
		Cabadbaran City	RO-13-21-00555	715,000.00
		Dinagat Island	RO-13-21-00556	1,604,000.00
	To cover funding requirements for the World Teachers' Day	Siargao	RO-13-21-00557	1,709,000.00
	Incentive Benefit for FY 2021	Surigao City	RO-13-21-00558	1,455,000.00
		Surigao del Norte	RO-13-21-00559	3,001,000.00
		Surigao del Sur	RO-13-21-00560	5,817,000.00
		Tandag City	RO-13-21-00561	672,000.00
				32,111,000.00
		ROP		36,000.00
		Total		32,147,000.00



Republic of the Philippines
DEPARTMENT OF EDUCATION
BUDGET DIVISION - FINANCE SERVICE
CENTRAL OFFICE
DepED Complex, Meralco Avenue, Pasig City
Philippines 1600



SUB-ALLOTMENT RELEASE ORDER

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: PPA422 310400100013000 - Current Appropriations World Teacher's Day Incentive Benefit		REFERENCE: BMB-F-21-0007034 dated 8/17/2021	SUB-ALLOTMENT RELEASE ORDER NO. OSEC-13-21-3465
FUND CODE: 01101101		LEGAL BASIS: Republic Act No. 11518 - FY 2021 GAA	DATE: 18-Aug-21
ORGANIZATION CODE: 070010100000		FISCAL YEAR: FY 2021	
PURPOSE: To cover the funding requirements for the World Teachers' Day Incentive Benefit for FY 2021.			
To: The Regional Director Regional Office - XIII Butuan City 007010300016			Region : 13
PARTICULARS		ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Other Personnel Benefits		PS 5010499099	32,147,000.00
AMOUNT IN WORDS: *** Thirty Two Million One Hundred Forty Seven Thousand Pesos Only ***			Total: <u>32,147,000.00</u>
NOTE: The allotment herein sub-allotted is valid for obligation until December 31, 2021.			

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:

MA. BELEN D. DEMONTEVERDE
Administrative Officer V
OIC, Budget Division

APPROVED:

ANNALYN M. SEVILLA
Undersecretary
Office of the Undersecretary for Finance

Department of Education - Office of the Secretary

Budget Allocation for the Payment of World Teachers' Day Incentive Benefit for FY 2021

3465

REGION/DIVISION	No. of Authorized Positions	Amount (in pesos)
Region XIII - CARAGA	32,147	32,147,000.00
CARAGA Proper	36	36,000.00
Division of Agusan del Norte	3,403	3,403,000.00
Division of Agusan del Sur	7,572	7,572,000.00
Division of Bayugan City	1,326	1,326,000.00
Division of Bislig City	1,104	1,104,000.00
Division of Butuan City	3,733	3,733,000.00
Division of Cabadbaran City	715	715,000.00
Division of Dinagat Island	1,604	1,604,000.00
Division of Siargao	1,709	1,709,000.00
Division of Surigao City	1,455	1,455,000.00
Division of Surigao del Norte	3,001	3,001,000.00
Division of Surigao del Sur	5,817	5,817,000.00
Division of Tandag City	672	672,000.00

MA. BELEN DEMONTEVERDE

MA. BELEN DEMONTEVERDE
Administrative Officer V
OIC, Budget Division



Republic of the Philippines
Department of Education

23 SEP 2020

DepEd ORDER
No. **029** s. 2020

**GUIDELINES ON THE GRANT OF WORLD TEACHERS' DAY
INCENTIVE BENEFIT**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

1. The Department of Education (DepEd) issues the enclosed **Guidelines on the Grant of World Teachers' Day Incentive Benefit** pursuant to DepEd Special Provision No. 12 under Republic Act No. 11645, the General Appropriations Act (GAA) of Fiscal Year (FY) 2020, titled *An Act Appropriating Funds for the Operation of the Government of the Republic of the Philippines from January One to December Thirty-One, Two Thousand and Twenty and for Other Purposes*.
2. The procedures, standards, and mechanisms stipulated in this policy shall guide all DepEd offices and personnel in the grant of World Teachers' Day Incentive Benefit to public school teachers for FY 2020 and years thereafter contingent to the funding appropriations as may be authorized by the annual GAA.
3. The Department may issue supplemental guidelines to further implement this Order in the succeeding years as may be authorized by the annual appropriations, other laws, or national policies.
4. For more information, please contact the following:
 - a. For Eligibility Concerns

**Bureau of Human Resource and Organizational
Development-Employee Welfare Division (BHROD-EWD)**
4th Floor, Mabini Building
Department of Education Central Office
DepEd Complex, Meralco Avenue, Pasig City
Telephone Number: (02) 8633-7229; 8635-3760
Email Address: bhrod.ewd@deped.gov.ph

- b. For Financial Procedures

Office of the Undersecretary for Finance
2nd Floor, Alonzo Building
Department of Education Central Office
DepEd Complex, Meralco Avenue, Pasig City
Telephone Number: (02) 8633-9342
Email Address: usec.financebpm@deped.gov.ph

5. This DepEd Order shall take effect immediately after registration with the Office of the National Administrative Register (ONAR) at the University of the Philippines (UP) Law Center, UP Diliman, Quezon City.

6. Immediate dissemination of and strict compliance with this Order are directed.


LEONOR MAGTOLIS BRIONES
Secretary

Encl:

As stated



References:

DepEd Order: Nos. 26, s. 2019 and 46, s. 2016

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

BENEFIT
POLICY
RULES AND REGULATIONS
TEACHERS

APA/SMA/MPC, DO- Guidelines on the Grant of WTDIB
0223- September 21, 2020

**GUIDELINES ON THE GRANT OF WORLD TEACHERS' DAY
INCENTIVE BENEFIT**

I. RATIONALE

1. Pursuant to RA No. 10743 or an "*Act Declaring the Fifth Day of October of Every Year as the National Teachers Day*" and, United Nations Educational Scientific and Cultural Organization (UNESCO)'s international observance of World Teachers' Day, the fifth of October every year is celebrated to honor those who are in the teaching profession, and to acknowledge the unwavering service and valuable contributions of the teachers in nurturing the minds, values, and character of the Filipino youth and the generations around the globe.
2. In recognition of the vital role that teachers play in nation-building, the Department of Education (DepEd) commits to faithfully find ways to reward teachers for their hard work and dedication to the teaching profession by granting the World Teachers' Day Incentive Benefit (WTDIB) to public school teachers.
3. This year, the crucial role of teachers in ensuring the continued delivery of learning has become even more apparent as the country faces a daunting fight against the COVID-19 pandemic. It is the mandate of the Department to ensure that as teachers stand in the frontlines of the basic education learning continuity agenda, they remain empowered, honored, and incentivized amid emergency situations.
4. In FY 2020, the DepEd Special Provision No. 12 under the RA No. 11645, the GAA of FY 2020, or *An Act Appropriating Funds for the Operation of the Government of the Republic of the Philippines from January One to December Thirty-One, Two Thousand and Twenty, and for Other Purposes*, provides for the grant of WTDIB during the Annual World Teachers' Day celebration in the amount of **One Thousand Pesos (P1,000)** per teacher, subject to the guidelines issued by the DepEd.
5. To ensure the effective implementation of the aforementioned Special Provision, this policy is hereby issued to provide the implementing guidelines which define the purpose, coverage, eligibility criteria, and procedures on the grant of WTDIB.
6. In succeeding years, the release and/or amount of the WTDIB shall be contingent on the availability of funding appropriations as may be authorized by the annual GAA. The parameters and guidelines stipulated in this Order shall apply.

II. SCOPE OF THE POLICY

7. The WTDIB shall be granted all public school teachers, with permanent and provisional appointment, in all public elementary, junior, and senior high



schools, and community learning centers, who are in service¹ in DepEd on or before October 05 of the current school year (SY). It shall be released to all eligible teachers in FY 2020 and the years thereafter, subject to availability of funding appropriations as may be authorized by the annual GAA.

III. DEFINITION OF TERMS

8. For the purpose of this Order, the following terms shall be defined, as follow:

- a. **Public school teachers** are defined in RA No. 4670, otherwise known as *Magna Carta for Public School Teachers*, as "All persons engaged in classroom teaching, in any level of instruction, on full-time basis, including guidance counselors, school librarians, industrial arts or vocational instructors, and all other persons performing supervisory and/or administrative functions in all schools, colleges, and universities operated by the government or its political subdivisions; but this shall not include school nurses, school physicians, school dentists, and other school employees."
- b. **Provisional** refers to an appointment issued to an appointee who meets all the requirements of the position except the eligibility but only in the absence of a qualified eligible actually available who is willing to accept the appointment, as certified by the Schools Division Superintendent, pursuant to CSC Memorandum Circular No. 14, s. 2018 or the 2017 *Omnibus Rules on Appointment and Other Human Resource Actions (ORAOHRA)*, Revised 2018.

IV. POLICY STATEMENT

9. It is the policy of the Department to recognize the unwavering service and vital role of the teachers in nurturing the Filipino youth and in nation-building through the grant of incentive benefit in celebration of the World Teachers' Day. This DepEd Order is hereby issued to provide specific guidelines on the purpose, coverage and eligibility criteria, and the procedures on the **Grant of World Teachers' Day Incentive Benefit**.

V. PROCEDURES

A. Exemptions

10. Public school teachers that fall under the following circumstances **shall not be entitled** to the grant of the World Teachers' Day Incentive Benefit (**WTDIB**):
- a. Those who are on absence without leave (AWOL) as of October 05 of the current school year;
 - b. Those who are found guilty of any offense in connection with their work and meted the penalty in the previous school year;
 - c. Those who are no longer in service as of October 05 of the current school year; and

¹ Reckoned from the date of the assumption to duty



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DEPED-OSEC-435697

- d. Those who will be hired after October 05 of the current school year.

B. Implementing Guidelines

11. The amount of One Thousand Pesos (Php1,000.00) for WTDIB shall be given to each entitled public school teacher not earlier than October 05 of FY 2020.
12. In the succeeding years, the release and/or amount of the WTDIB shall be contingent on the annual appropriations, chargeable against the GAA. It shall be given to the eligible teacher not earlier than October 05 of the current year, subject to these guidelines and other supplemental guidelines as may be released by the ExeCom-in-Charge of Finance.
13. Upon receipt of the Special Allotment Release Order (SARO) from the Department of Budget and Management (DBM), the Finance Service (FS) - Budget Division (BD) of DepEd Central Office shall facilitate the release of funds to the respective DepEd Regional Offices (DepEd-ROs) through the issuance of Sub-Allotment Release Orders (Sub-AROs).
14. The DepEd-ROs shall closely coordinate with their DBM-RO counterparts for the issuance of Notice of Cash Allocations (NCAs) to cover the cash requirement of the Sub-AROs issued by the FS-Budget Division, subject to the submission of Special Budget Request (SBR) supported by a Monthly Disbursement Program (MDP). The MDP shall reflect that the cash requirement falls due in October of every year.
15. Inasmuch as the Sub-AROs and the corresponding NCAs shall be released to the DepEd-RO Proper, the disbursements of the cash allocations issued for the WTDIB shall be effected by the DepEd-ROs concerned. This shall include the preparation of the payroll thru the Regional Payroll Servicing Unit (RPSU). The DepEd-ROs, however, are not prevented from implementing measures or other payment schemes to ensure that the allowance would already be granted to the eligible teachers effective every October 05 of the year, subject to existing budgeting, accounting, and auditing rules and regulations.
16. In case of deficiency in the allotment released for the payment of the WTDIB, the DepEd-ROs and Implementing Units (IUs) may use or frontload available Personnel Services (PS) allotments, pursuant to Section 3.9 of DBM's National Budget Circular No. 578 dated January 6, 2020, subject to the accomplishment of Advice for the Use of Personnel Services Appropriations (APSA) duly signed by the Head of Office, and such adjustments shall, likewise, be reflected in the Registry of Allotments, Obligations, and Disbursements for Personnel Services (RAOD-PS).
17. DepEd-ROs shall submit the Reports on Payment of the WTDIB to the FS-Budget Division, based on the reporting schedule set by the latter office.
18. FS-Budget Division shall consolidate the Reports on Payment of the WTDIB and furnish the Bureau of Human Resource and Organizational Development-Employee Welfare Division (BHRD-EWD) for monitoring purposes.



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VI. MONITORING AND EVALUATION

19. All offices and accountable officials and personnel thereof shall comply with existing financial reporting guidelines on the use of funds for this purpose.
20. Any related concerns of the offices not covered by the provisions of the policy shall be referred to the appropriate governance level.
21. The BHRD-EWD, Finance Service - Budget and Accounting Divisions, Regional Administrative and Finance Division, and Finance Unit of Schools Division Offices shall monitor compliance and evaluate the implementation of this DepEd Order.

VII. REFERENCES

Republic Act (RA) No. 10743, *An Act Declaring Fifth Day of October of Every Year as the National Teachers Day*

Republic Act (RA) No. 4670, *Magna Carta for Public School Teachers*

DepEd Order No. 46, s. 2016, *Implementing Rules and Regulations of RA No. 10743*

DepEd Order No. 26, s. 2019, *Guidelines on the Grant of World Teachers' Day Incentive Benefit*

Civil Service Commission (CSC) Memorandum Circular No. 14, s. 2018, 2017 Omnibus Rules on Appointment and Other Human Resource Actions (ORAOHRA), Revised 2018

VIII. REPEALING CLAUSE AND EFFECTIVITY

22. All national issuances and existing DepEd Orders and Memoranda inconsistent with the provisions of this Order are hereby repealed, amended, or modified accordingly. The guidelines stated herein shall remain in effect and full force, unless otherwise repealed, amended, or rescinded.
23. This DepEd Order shall take effect immediately after its registration with the Office of the National Administrative Register (ONAR) at the University of the Philippines (UP) Law Center, UP Diliman, Quezon City.


LEONOR MAGTOLIS BRIONES
Secretary



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