



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region XIII (Caraga)
Jose Rosales Avenue, Butuan City
Tel. No. 342-8207



MEMORANDUM

To : All Schools Division Superintendent
This Region

From :  **FRANCIS CESAR B. BRINGAS, CESO V**
OIC, Regional Director

Subject : **REQUEST FOR BEST PRACTICES RELATED TO OPERATIONS OF SCHOOLS**

Date : August 24, 2018

Please find attached copy of *Memorandum OUF BPM-2018-0128 dated July 31, 2018* on the **Request for Best Practices Related to Operations of Schools and/or utilization of MOOE.**

The guide questions may be accessed through this link : <https://goo.gl/forms/inbtbvThJ1AX78p1>

For your information and guidance.

ROA10/PS/srp
24 August 2018
FN: memo_bestpractices



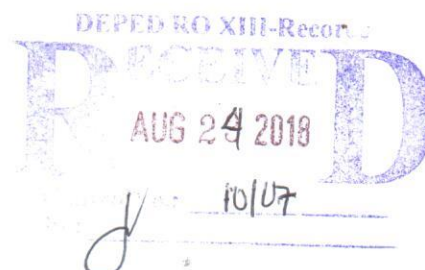
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Republic of the Philippines
Department of Education

Tanggapan ng Pangalawang Kalihim

Office of the Undersecretary for Finance
Budget and Performance Monitoring

MEMORANDUM
OUFBPM-2018-0128



TO : Regional Directors
Schools Division Superintendents

FROM: *Annalyn M. Sevilla*
Annalyn M. Sevilla
Undersecretary

SUBJECT : Request for Best Practices Related to Operations of Schools

DATE : July 31, 2018

This Office and the Education Programs Delivery Unit (EPDU) are publishing and distributing inspiring stories related to the Operations of Schools in various formats (e.g. articles published and distributed in the EPDU Delivery Update, articles published in the quarterly budget magazine, videos to be distributed in conferences, etc.). This is to showcase the best practices to other offices and encourage productivity, efficiency and effectiveness.

In line with this, we are requesting your particular office's best practices pertaining to Operation of Schools and/or utilization of MOOE (Maintenance and Other Operating Expenses).

Attached herewith is a best practice as implemented by the Ilocos Norte Schools Division Office (SDO) that you may use as an example. The SDO has been commended for initiating a "School MOOE Downloading Day," which is a scheduled activity where the accountants, book keepers, and cash division personnel convene to process the MOOE requirements for the principals of the schools for the timely delivery of services.

This story has been shared through the monthly EPDU Update which was sent to all DepEd offices. The activity has also been documented and will be shared through a video in the coming budget conferences in hopes to inculcate a result/solution-oriented mindset among our personnel in all levels.

As such, please share with us similar stories/practices in your RO or SDO. We would also like to publish and distribute your stories/best practices. As a guide, please answer the attached questions and submit the same to us not later than **August 24, 2018**.

Please note that submissions will go through a selection process and submission is not a guarantee of publication and distribution through the above-said channels. Rest assured that we appreciate all submissions and they will be duly noted by our office for future use and distribution.

If you have any questions/clarifications, please do not hesitate to contact Ms. Janina Garcia or Diana Camacho at +63 2 470 66 28 or email epdu@deped.gov.ph

We hope for your cooperation and feedback on this matter.



Republic of the Philippines
Department of Education

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary for Finance
Budget and Performance Monitoring

Share with us your best practices when it comes to Operations of Schools and/or utilization of MOOE (Maintenance and Other Operating Expenses) that has improved your efficiency. Below are the guide questions. Kindly use a separate sheet if necessary,

You may also opt to answer through this link:
<https://goo.gl/forms/inbtbvThJ1iAX78p1>

1. Has your office initiated any reforms in the utilization of MOOE?
2. What is/are it/they?
3. When did you start implementing this?
4. What prompted you to initiate the said reforms?
5. In the implementation of these reforms, what do you hope to achieve?
6. Can you tell us how it works? Please explain the process in detail, if any.
7. What are some of the changes you see brought about by the said reforms?
8. Do you have any more initiatives planned in the future?
9. Do you have photos or other documentation of your above-mentioned reforms? If yes, please do send them to epdu@deped.gov.ph