



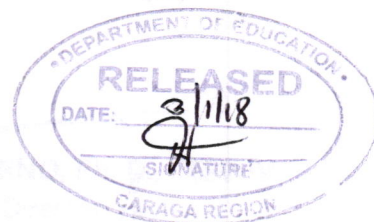
Republic of the Philippines
DEPARTMENT OF EDUCATION
Caraga Region XIII
Butuan City



February 27, 2018

REGIONAL MEMORANDUM

No. 126 s., 2018

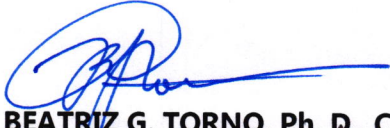


**UPDATES ON THE FINANCIAL ASSISTANCE FOR THE SCHOOL PERSONNEL
AFFECTED BY THE 6.7M EARTHQUAKE in SURIGAO CITY**

To: **Schools Division Superintendents**
Division DRRM Coordinators
This Region

1. All Schools Division Offices are hereby informed that as observed, there were several more documents left incomplete and have been pending despite the follow-up of the regional office for the compliance of the applicants to start processing the claim.
2. To expedite the processing of financial support, the following procedures are to be taken:
 - 2.1. *All papers shall now be returned and/or submitted to their concerned Division Offices for review and assessment. Only those personnel with complete requirements together with estimated cost of damages shall be included in the list.*
 - 2.2. *The list of qualified personnel shall be submitted to the regional office as basis for the processing of fund transfer/download to the SDOs.*
 - 2.3. *The Regional Office will then provide the allocation to the concerned SDOs and process the fund transfer. Official receipts of the amount received shall be compiled for future verification and other purposes.*
3. The fund for the financial support of the affected personnel came from various DepEd Regional Offices and could not possibly cover the whole amount needed by the affected personnel. In case of fund shortage, the SDOs may opt to:
 - equally divide the funds among the affected personnel regardless of the cost of damage,
 - prioritize those personnel who have major damages and with low salary grade,
 - prioritize those personnel who have major damages regardless of salary grade, or
 - any other options that the SDOs may decide upon duly approved by the Division Superintendents.

4. For other details and/or inquiry, contact Ms. Megnon P. Beldad thru mobile phone no. 0947-741-3624 or tel. no. (085) 342-8207 loc. 121. Email: megnon.beldad@deped.gov.ph.
5. Immediate dissemination of this memorandum is highly desired.



BEATRIZ G. TORNÓ, Ph. D., CESO IV
Regional Director

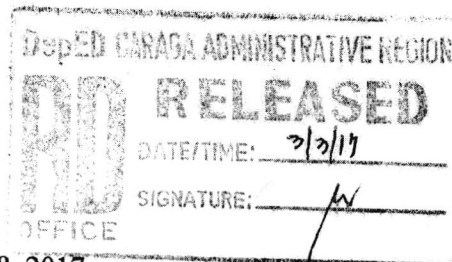


Republic of the Philippines
DEPARTMENT OF EDUCATION
Caraga Administrative Region
Butuan City



Regional Memorandum

No. 70 s. 2017



February 28, 2017

**GUIDELINES IN THE GRANTING OF FINANCIAL ASSISTANCE TO THE
VICTIMS OF THE FEBRUARY 10, 2017 MAGNITUDE 6.7 EARTHQUAKE
THAT HIT SURIGAO CITY, THE PROVINCES OF SURIGAO DEL NORTE
AND DINAGAT ISLANDS**

TO: All Schools Division Superintendents
Assistant Schools Division Superintendents
All Public Elementary School Heads
All Public Secondary School Heads
All Others Concerned

1. Deped Caraga is a beneficiary of financial assistance from various regions of the Department of Education to be apportioned to the victims of the 6.7 Magnitude earthquake that hit Surigao City and the Provinces of Surigao del Norte and Dinagat Islands.

2. For an equitable distribution of financial assistance to the individual victims who are teaching, teaching related and non-teaching personnel of the concerned Schools Divisions, the following guidelines are made:

2.1 COVERAGE

2.1.1 Teaching, teaching related and non-teaching personnel of the three (3) Schools Divisions namely: Surigao City, Surigao del Norte and Dinagat Islands who will be identified by the School Head; and

2.1.2 In case there are two or more members of the family living in one household who are teaching, teaching related and non-teaching personnel, only one of them shall be entitled to the assistance.

3. CLASSIFICATION OF FINANCIAL ASSISTANCE

3.1 There are three (3) categories of financial assistance, namely:

3.1.1 TOTAL or HEAVILY damaged houses provided the housing unit is owned by the concerned employee;

3.1.2 PARTIALLY damaged houses provided the housing unit is owned by the concerned employee; and

3.1.3 Hospitalization Assistance

4. DOCUMENTARY REQUIREMENTS

- 4.1 Certification from the School Head, duly verified by the Schools Division Superintendent to the effect that the employee/s is/are a victim of the earthquake;
 - 4.2 List of Employees affected by the earthquake using the attached template;
 - 4.3 Photographs of the housing unit (before, during and after the reconstruction/repair);
 - 4.4 Program Of Work (POW) of the repairs undertaken or to be undertaken;
 - 4.5 Official Receipts of the materials purchased of the repairs undertaken;
5. Immediate dissemination of this Memorandum is enjoined.

MAY B. ECLAR, Ph.D. CESO V
Regional Director

Reference: None
To be indicated in the Perpetual Index under the following subjects:

ASSISTANCE

CALAMITY

EMPLOYEES

ROA1/rlo