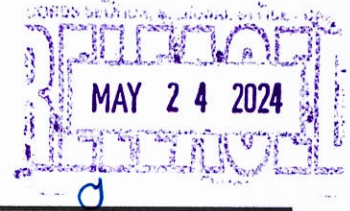




Republic of the Philippines
Department of Education
CARAGA REGION



May 17, 2024

REGIONAL MEMORANDUM

No. 0494 s. 2024

To: ALL SCHOOLS DIVISION SUPERINTENDENTS
SGOD CHIEFS
HEALTH AND NUTRITION PERSONNEL
This Region

**ALLOCATION OF PROGRAM SUPPORT FUNDS FOR SCHOOL DENTAL HEALTH
CARE PROGRAM CLINICS WITH MEDICAL AND DENTAL SUPPLIES**

1. Allocation of Program Support Funds for the School Dental Health Care Clinics with Medical and Dental Supplies from OSEC -13-24-2920 shall be down loaded to the twelve Divisions of the region as to breakdown.

Division	Amount
Agusan del Norte	200,000.00
Agusan del Sur	200,000.00
Bayugan City	150,000.00
Bislig City	200,000.00
Butuan City	200,000.00
Cabadbaran City	150,000.00
Dinagat	200,000.00
Siargao	200,000.00
Surigao City	200,000.00
Surigao del Norte	200,000.00
Surigao del Sur	200,000.00
Tandag City	150,000.00
TOTAL	2,250,000.00

2. An approved proposal on the utilization of funds has to be submitted at the Regional Office followed by the submission of accomplishment report with corresponding mode of verifications immediately after the activity.

3. Immediate dissemination to all concerned is desired.

MARIA INES C. ASUNCION
Director III
Officer-in-Charge
Office of the Regional Director



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
Website: <https://caraga.deped.gov.ph/>



2024-05-07924

Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	1 of 3

Encl/s.: DM-OUOPS-2024-09-02033
Reference/s: Sub-allotment Release Order OSEC-13-24-2920
To be indicated in the Perpetual Index
under the following subjects:

OK SA DEPED

SCHOOL DENTAL HEALTH CARE PROGRAM

ESSD/all
05/17/2024



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
Website: <https://caraga.deped.gov.ph/>

INSERT BAR CODE HERE

Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	2 of 3



Republic of the Philippines
DEPARTMENT OF EDUCATION

Central Office

SUB-ALLOTMENT RELEASE ORDER

Fiscal Year 2024

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: <u>PPA228</u> 200000100006000 - Current Appropriations Learner Support Programs		REFERENCE: FY 2024 GAAAO dated 01/02/2024	SUB-ALLOTMENT RELEASE ORDER NO. OSEC-13-24-2920
		LEGAL BASIS: Republic Act No. 11975 - FY 2024 GAA	DATE: 25-Apr-24
FUND CODE: 01101101	ORGANIZATION CODE: 070010100000		FISCAL YEAR: FY 2024
PURPOSE: <i>Provision of Program Support Funds to cover expenses for the School Dental Health Care Program Clinics with Medical and Dental Supplies.</i>			
To: The Regional Director Regional Office - XIII Butuan City 070010300016			Region : 13
PARTICULARS		ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Subsidy to Operating Units		MOOE 5021408000	3,140,000.00
AMOUNT IN WORDS: *** Three Million One Hundred Forty Thousand Pesos Only ***			Total: <u>3,140,000.00</u>
NOTE: The MOOE or CO allotment herein sub-allotted are valid for obligation until December 31, 2025.			

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:


CHOLITA F. TIONG
Chief Administrative Officer
Budget Division

APPROVED:


ANNALYN M. SEVILLA
Undersecretary for Finance



Republic of the Philippines
Department of Education
BUREAU OF LEARNER SUPPORT SERVICES

Office of the Director

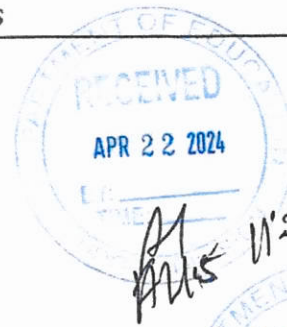
MEMORANDUM

FOR : **CHOLITA F. TIONG**
Chief, Administrative Officer
Budget Division

FROM : **ATTY. SUZETTE T. GANNABAN-MEDINA**
OIC-Director IV, BLSS and LRPO

SUBJECT : **REQUEST FOR THE ISSUANCE OF SUB-ALLOTMENT
RELEASE ORDER (SUB-ARO)**

DATE : March 7, 2024



This Office respectfully requests for the assistance in the issuance of Sub-ARO for the activity:

AR No.	Subject	Amount	Manner of Release
AR-2024-CO-00320	AR for the Downloading of Program Support Funds for the Provision of School Dental Health Care Program Clinics with Medical and Dental Supplies	Php 57,650,000.00	To be downloaded to the Regional Offices

For concerns and clarifications, please contact **Dr. Cynthia D. Coronado**, Dentist III of the School Health Division (SHD), through (02) 8632-9935 or email at medical.nursing@deped.gov.ph.

Attached is the approved Activity Request (AR) for ready reference.

Sub-AR Nos. 2902-2922 4x24

D3050



Room 305, 3F Mabini Bldg., DepEd Complex, Meralco Avenue, Pasig City
Telephone No.: (02) 8635-3763 | blss.od@deped.gov.ph



Republic of the Philippines
Department of Education

05 March 2024

MEMORANDUM

AR NO.: AR-2024-CO-00320

Sub ARD No. 2907-2922

4.2.24

FOR : **Atty. REVSEE A. ESCOBEDO**
Undersecretary for Operations

THRU : **Dr. DEXTER A. GALBAN**
Assistant Secretary for Operations

FROM : **Atty. SUZETTE T. GANNABAN-MEDINA**
Officer-in-Charge, Director IV, Bureau of Learner Support
Services and Learner Rights and Protection Office

SUBJECT : **ACTIVITY REQUEST FOR THE DOWNLOADING OF
PROGRAM SUPPORT FUNDS FOR THE PROVISION SCHOOL
DENTAL HEALTH CARE PROGRAM CLINICS WITH MEDICAL
AND DENTAL SUPPLIES**

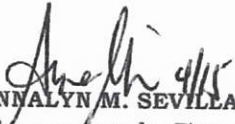
AR-24-BLSS-SHD-LSP-1198 GCN 388
300000/0000000 P 57,450,000

ALLOTMENT AVAILABLE

CHOLITA CHONG
Chief Administrative Officer
Budget Division

NAME OF PROGRAM(S)/PROJECT(S)	Medical, Nursing, Dental, and Nutrition Services		
OUTPUT(S) TO BE PRODUCED AND ITS CODE(S)	Output Code	Output	Physical Target
	OC-24-BLSS-SHD-LSP-011	Provided Regional Offices Program Support Funds for the Implementation of medical, nursing, dental and nutrition services program	16
ACTIVITY/IES TO BE REQUESTED	Activity Code	Name of Activity	
	AC-24-BLSS-SHD-LSP-014	Downloading of Program Support Funds for the Provision School Dental Health Care Program Clinics with Medical and Dental Supplies	

AR 170

ACTIVITY/IES WITH DOWNLOADING	2907	Region I	3,490,000	✓
	2908	Region II	2,590,000	✓
	2909	Region III	4,790,000	✓
	2910	Region IV-A	5,600,000	✓
	2911	Region IV-B	2,340,000	✓
	2912	Region V	3,640,000	✓
	2912	Region VI	5,040,000	✓
	2914	Region VII	4,690,000	✓
	2915	Region VIII	3,390,000	✓
	2916	Region IX	2,540,000	✓
	2917	Region X	3,540,000	✓
	2918	Region XI	3,090,000	✓
	2919	Region XII	3,090,000	✓
	2920	CARAGA	3,140,000	✓
	2921	NCR	4,190,000	✓
2922	CAR	2,490,000	✓	
		TOTAL	57,650,000	✓
 ANNALYN M. SEVILLA Undersecretary for Finance  				
FINANCIAL REQUIREMENTS	Requirement for this transaction as follows:			
		Activity Code	Amount in WFP	Amount Requested
		AC-24-BLSS-SHD-LSP-014	57,700,000	57,650,000
		TOTAL		57,650,000
SOURCE OF FUNDS	FY 2024 Learner Support Program (LSP) Current Funds			
ADMINISTRATIVE ARRANGEMENTS	1. Php 57,650,000 - Downloading of funds to all regions for the provision of medical and dental supplies for the delivery of health services.			
ANNEXES	1. Implementing Guidelines on the Utilization of downloaded Program Support Funds for the Medical, Nursing, Dental and Nutrition Services for FY 2024 2. Budget Estimates			

All expenses incurred in this activity are subject to the usual accounting and auditing rules and regulations.

Region XI	Digos City			M	200,000	
Region XI	Island Garden City of Samal			S	150,000	
Region XI	Mati City			regularized on 5/14/2012	M	200,000
Region XI	Panabo City			M	200,000	
Region XI	Tagum City			M	200,000	
					3,090,000	
Region XII						
Region XII	8	S	General Santos City	M	300,000	
Region XII	Koronadal City			M	300,000	
Region XII	Kidapawan City			M	300,000	
Region XII	Cotabato			L	250,000	
Region XII	Sarangani			M	300,000	
Region XII	South Cotabato			M	300,000	
Region XII	Sultan Kudarat			M	300,000	
Region XII	Tacurong City*			S	150,000	
					3,090,000	
Caraga						
Caraga	12	M	Agusan Del Norte	M	200,000	
Caraga	Agusan Del Sur			M	200,000	
Caraga	Bayugan City			regularized on 7/3/2012	S	150,000
Caraga	Bislig City			M	200,000	
Caraga	Butuan City			M	200,000	
Caraga	Cabadbaran City			regularized on 9/26/2012	S	150,000
Caraga	Province of Dinagat Island			M	200,000	
Caraga	Siargao			M	200,000	
Caraga	Surigao City			M	200,000	
Caraga	Surigao del Norte			M	200,000	
Caraga	Surigao del Sur			M	200,000	
Caraga	Tandag City			regularized on 02/25/2013	S	150,000
					3,140,000	
CAR						
CAR	8	S	Abra	M	200,000	
CAR	Apayao			M	200,000	
CAR	Baguio City			M	200,000	
CAR	Benguet			M	200,000	
CAR	Ifugao			M	200,000	
CAR	Kalinga			M	200,000	
CAR	Mt. Province			M	200,000	
CAR	Tabuk City			regularized on 11/21/2013	M	200,000
					2,490,000	
NCR						
NCR	16	L	Caloocan	L	250,000	
NCR	Las Piñas City			M	200,000	
NCR	Makati City			M	200,000	
NCR	Malabon City			M	200,000	
NCR	Navotas City			M	200,000	
NCR	Mandaluyong City			M	200,000	
NCR	Manila			L	250,000	
NCR	Marikina City			M	200,000	

f



Republika ng Pilipinas
Department of Education
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM
DM-OUOPS-2024-09-02 073

TO : **REGIONAL DIRECTORS**

FROM : **ANNALYN M. SEVILLA**
Undersecretary for Finance

: **ATTY. REVSEE A. ESCOBEDO**
Undersecretary for Operations

SUBJECT : **IMPLEMENTING GUIDELINES ON THE UTILIZATION OF
DOWNLOADED PROGRAM SUPPORT FUNDS FOR THE
MEDICAL, NURSING, DENTAL, AND NUTRITION SERVICES
(MNDNS) PROGRAM FOR FY 2024**

DATE : March 13, 2024

I. Background

The Department of Education (DepEd) through the Bureau of Learner Support Services–School Health Division (BLSS-SHD) issues this Memorandum to provide guidance in the utilization of the downloaded Program Support Funds (PSF). The implementation of the Medical, Nursing, Dental, and Nutrition Services (MNDNS) is anchored on the following issuances:

- Oplan Kalusugan sa DepEd through DepEd Order (DO) No. 28, s. 2018, entitled Policy and Guidelines on Oplan Kalusugan sa Department of Education.
- DO No. 41, s. 2020 entitled Guidelines on the Implementation of the School Dental Health Care Program Including Medical and Nursing Services for SY 2020-21; and
- DepEd Memorandum No. 062, s. 2021 entitled Supplemental Guidelines to DepEd Order No. 41, s. 2020-21.

II. Allocation of Program Support Funds

- The 16 DepEd Regional Offices (RO) shall receive Fifty-Seven Million Six Hundred Fifty Thousand Pesos (PhP 57,650,000), to be charged under the Learner Support Program (LSP) Funds.
- The Regional Office shall receive the allocated amount enclosed as Annex 1 of this document for ready reference.

D2905

Dep



Room 101, Rizal Building, DepEd Complex, Meralco Avenue, Pasig City 1600
Telephone Nos.: (02) 8633-5313; (02) 8631-8492
Email Address: oure@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-OUOPS	Rev	01
Effectivity	03.23.23	Page	1 of 6



- c. The funds will be released through the issuance of a Sub-Allotment Release Order (Sub-ARO) from the Central Office (CO) to the ROs. The ROs shall request from the Department of Budget and Management (DBM) counterparts the corresponding Notice of Cash Allocation.
- d. The Regional Offices/School Division Offices Medical Officers/Dentists shall prepare the necessary Work and Financial Plan (WFP) and Project Procurement Management Plan (PPMP) for the recommending approval by the Education Support Services Division (ESSD)/Schools Governance Operation Division (SGOD) Chiefs to the Regional Directors/Schools Division Superintendents.

III. Program Components and Allowable Activities

A. Partnerships and Linkages

For the effective implementation of the School Dental Health Care Program (SDHCP), the Department of education shall coordinate closely with other government agencies, organizations, Local Government Units (LGUs), other institutions, communities and families to:

- i. Engage the participation of private practitioners in providing medical, nursing, dental, and nutrition services to all K-12 learners in public schools nationwide and in addressing the shortage in school health personnel for the effective implementation of this program.
- ii. Source additional basic supplies such as toothbrushes and fluoridated toothpaste for the K-12 learners in public schools, especially those located in low-income areas, to address the gap in supplies needed for the effective implementation of the school-based daily toothbrushing activities.
- iii. Participate in advocacy campaign activities that promote health, nutrition and hygiene among the youth and advocate behavior change in relation to diet, hygiene, nutrition, tobacco use and substance abuse through media and other venues; and
- iv. Assist in the conduct of outreach activities in schools.

The Regional Offices are encouraged to formalize or document the collaboration with Government Offices (GO) Non-Government offices (NGO) partners utilizing instruments such as Memorandum of Understanding (MOU), Memorandum of Agreement (MOA), Note Verbale, Deed of Donation and others, following existing DepEd Guidelines on partnerships. Section VII of DO No. 28, s. 2018 titled "[Policy and Guidelines on Oplan Kalusugan Sa Department of Education](#)" reiterates critical provisions in engaging with partners

B. Provision of medical and dental supplies and equipment for clinics

- i. Procurement of medical and dental supplies in ROs/SDOs for the school clinics, including those which were not covered by the identified Central Elementary School Clinics under the School Dental Health Program; and
- ii. Procurement of additional supplies needed to sustain/maintain the clinics in all governance levels.



Room 101, Rizal Building, DepEd Complex, Meralco Avenue, Pasig City 1600
 Telephone Nos.: (02) 8633-5313; (02) 8631-8492
 Email Address: oure@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-OUOPS	Rev	01
Effectivity	03.23.23	Page	2 of 6



- C. Hiring clinic aides to maintain uninterrupted service during school hours.

IV. Eligible Expenses

- a. Conduct of meetings and orientation activities for RO/SDO key officials, school health personnel, school heads, and other stakeholders;
- b. Meals during meetings and orientation activities;
- c. Board and Lodging for Technical Working Groups, Resource Speakers, and DepEd Guests;
- d. Supplies for school clinics and for the clinics in all DepEd governance levels;
- e. Transportation expenses for dental and medical service delivery;
- f. Repairs and maintenance of equipment and instruments used in clinics;
- g. Miscellaneous expenses directly related to the program; and
- h. Salary for Clinic Aides (if hiring is necessary).

V. Utilization of Funds

- a. The utilization of funds shall be in accordance with Section III and IV of this guidelines and shall comply with the existing budgeting, accounting, auditing and procurement rules and regulations.
- b. Should there be a deficiency in the downloaded funds, the RO and SDO may augment the funding requirements, subject to availability of funds.
- c. The LSP funds provided herein shall be valid for obligation and disbursement until December 31, 2025.

I. Roles and Responsibilities

VI.1. The Central Office, through the BLSS-SHD, shall:

- a. Develop strategies and action plans including the setting up of Medical, Nursing, Dental and Nutrition Technical Working Group (TWG);
- b. Issue related policies and take charge in the overall execution of this Program;
- c. Prepare logistical plans and allocate funds for the Medical, Nursing, Dental, and Nutrition Services;
- d. Undertake capacity development of and technical assistance to program implementers at all levels;
- e. Undertake program oversight as well as monitoring and evaluation, analyze data from the field, and issue recommendations for improving program implementation;
- f. Network and coordinate with partner agencies, organizations, and local government units for program advocacy, mobilization for public awareness campaigns, treatment referral, legislation, monitoring, and overall policy compliance; and
- g. Coordinate with the Bureau of Curriculum Development (BCD) for the inclusion of the following into the K-12 curriculum:
 - i. The benefits of proper tooth brushing with fluoridated toothpaste and flossing of teeth after every meal;



Room 101, Rizal Building, DepEd Complex, Meralco Avenue, Pasig City 1600
Telephone Nos.: (02) 8633-5313; (02) 8631-8492
Email Address: oure@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-OUOPS	Rev	01
Effectivity	03.23.23	Page	3 of 6



- ii. Key concepts on health, nutrition and oral hygiene management that are age-appropriate, culture- and gender-sensitive, and interactive; and
- iii. The importance of behavior changes to prevent or minimize the dangers posed on oral health by risky behaviors in terms of diet, nutrition, hygiene, tobacco use, and substance abuse.

VI.2. Regional Offices through the ESSD shall:

- a. Provide technical assistance to division offices on the conduct of training and orientation, funding sources;
- b. Link up with external partners and the Central Office, among others;
- c. Establish a functional RO school clinic to administer medical, dental and nursing services, including nutrition counselling and treatment, to all RO personnel in need of health services. A Citizen's Charter shall be posted in every RO Clinic as required by the Civil Service Commission;
- d. Provide support for medical, nursing, dental and nutrition services and logistical plans;
- e. Conduct training and capacity development for health and nutrition service implementers;
- f. Undertake program advocacy with LGUs;
- g. Conduct monitoring and evaluation (M&E) of the medical, nursing, dental, and nutrition services program;
- h. Submit quarterly consolidated reports to BLSS-SHD.; and
- i. Conduct an annual Performance Implementation Review of the School Health Care Program and submit findings and recommendations to BLSS-SHD.

VI.3. Schools Division Offices (SDO) through the SGOD shall:

- a. Provide technical assistance to districts and schools in coordination with partners;
- b. Establish a functional SDO school clinic to administer medical, dental and nursing services, including treatment, to all SDO personnel in need of medical and oral health services. School medical officers, dentists and nurses shall be assigned to the SDO dental clinic on rotation basis. A Citizen's Charter shall be posted in every SDO Clinic as required by the CSC;
- c. Conduct training and capacity development for implementers;
- d. Undertake program advocacy with LGUs;
- e. Conduct monitoring and evaluation of the Oral Health Program; and
- f. Submit quarterly consolidated accomplishment report to RO-ESSD.

VI.4. Schools through the School Head shall:

- a. Ensure effective implementation of the school health policy and program activities in the school setting;



Room 101, Rizal Building, DepEd Complex, Meralco Avenue, Pasig City 1600
 Telephone Nos.: (02) 8633-5313; (02) 8631-8492
 Email Address: oure@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-QUOPS	Rev	01
Effectivity	03.23.23	Page	4 of 5



- b. Secure the support and participation of the community, including the Parent-Teacher Associations (PTAs) and other stakeholders, for the program;
- c. Collaborate with key partners for the following:
 - i. put in place systems and mechanisms that will allow all stakeholders to take part in the implementation of this policy;
 - ii. craft specific roles and responsibilities of each school personnel to make sure that all requirements and standards are met; and
 - iii. ensure the inclusion of the medical, nursing, dental, and nutrition programs in the School Improvement Plan (SIP) and Annual Implementation Plan (AIP).
- d. Ensure regular daily provision of potable drinking water and clean running water to the school clinic in accordance with the medical, nursing, and dental programs.
- e. Ensure that all the medical, nursing, and dental health cards and accomplishment reports prepared by the medical officers, dentists and nurses for effective monitoring and evaluation of the Program for a period of 3 years after the learner has withdrawn from the school are kept and secured.
- f. Ensure all records are kept and confidential and can only be accessed by the school head, designated school health personnel and should be covered by the provision of the Data Privacy Act of 2012.
- g. Submit a report to the Schools Division Office.

VII. Prohibitions

School authorities shall strictly observe the prohibition on accepting donations or sponsorships from or having any financial or material involvement with tobacco companies in advancing this Program. Violation of this prohibition is punishable under existing law and DepEd Order No. 6, s. 2012 titled "Policy and Guidelines on Comprehensive Tobacco Control".

VIII. Monitoring and Evaluation

- a. For the effective monitoring of the implementation and utilization of the downloaded PSF, the Regional Office shall submit a Utilization Report to the Central Office through the BLSS-SHD, copy furnished to the Office of the Undersecretary for Operations
- b. The Office of the Undersecretary for Operations, through BLSS-SHD, in close coordination with the ESSD and the involved SGOD will monitor and evaluate the implementation of the activity

For more information, please contact the Bureau of Learner Support Services-School Health Division, 3rd Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at blss.shd@deped.gov.ph or at telephone number (02) 8632-9935.

For immediate dissemination and compliance.

OASOPS_ CDC – 04.01.2024



Room 101, Rizal Building, DepEd Complex, Meralco Avenue, Pasig City 1600
 Telephone Nos.: (02) 8633-5313; (02) 8631-8492
 Email Address: oure@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-OUOPS	Rev	01
Effectivity	03.23.23	Page	5 of 6

