



Republic of the Philippines  
**Department of Education**

18 APR 2020

DepEd ORDER  
No. **004**, s. 2020

**AMENDMENT TO DEPED ORDER NO. 017, s. 2019**  
(Guidelines on the Provision and Use of Official Mobile Phones,  
Postpaid Lines and Prepaid Loads)

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

1. In the exigency of the service and given the important role that communication must play, there is a need to take immediate action and ensure the provision of communication support to our School Heads/Principals and Assistant School Principals nationwide.

2. In view of this, the Department of Education (DepEd) hereby amends the provision below on DepEd Order No. (DO) 017, s. 2019 titled **Guidelines on the Provision and Use of Official Mobile Phones, Postpaid Lines and Prepaid Loads** issued on July 18, 2019.

3. Item IV (3) of the Guidelines on the authorized/eligible recipients and their maximum monthly provision for the postpaid line and prepaid load is hereby amended to read as follows:

DO 017, s. 2019	Amendment
School Head/Principal	<b>P1,000.00</b>

4. In addition, this is to authorize inclusion of **Assistant School Principals assigned to manage Senior High Schools in Integrated Secondary Schools** in the list of authorized eligible recipients thereof. Their maximum monthly provision shall be **P800.00** per month.

5. This Order shall take effect retroactively on March 18, 2020.

6. All other provisions of DO 017, s. 2019 shall remain enforced.

7. Immediate dissemination of and strict compliance with this Order is directed.

  
**LEONOR MAGTOLIS BRIONES**  
Secretary