



Republic of the Philippines  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY FOR FINANCE

OFFICE OF THE DIRECTOR IV  
10 JAN 2022  
17 JAN 2022

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MEMORANDUM  
OUF-2021- 0871

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FOR : ALL REGIONAL DIRECTORS  
ALL SCHOOLS DIVISION SUPERINTENDENTS

FROM : *[Signature]*  
ANNALYN M. SEVILLA  
Undersecretary for Finance

DEPARTMENT OF EDUCATION REGIONAL OFFICE IV  
BUDGET & FINANCE DIVISION  
1/28/22 9:05

SUBJECT : Submission and Updating of Sub-ARO Monitoring Reports for the Major Programs, Activities and Projects (PAPs)

DATE : December 20, 2021

To ensure the timely utilization of downloaded funds in the regions of the priority programs, activities, and projects of the Department, the Office of the Undersecretary for Finance and the Education Programs Management Office (EPMO), formerly Education Programs Delivery Unit (EPDU), will continue to implement the Sub-ARO Monitoring System (SMS) for selected P/A/Ps.

In this regard, the Regional and Schools Division Offices are required to update the Sub-ARO Monitoring System of selected P/A/Ps (see Annex A) to the Google Sheet link: <https://drive.google.com/drive/folders/1E6n172D5IrHW1EdBcTR7szniehc0JLqP>. These reports, using the Google Sheet link, must be updated every last working day of the month. A scanned copy of a month-end report signed by the Regional Director is required to be submitted every 3rd day of the month. This memo effectively changes the updating and submission of the Sub-ARO Monitoring Report from bi-monthly to once a month, beginning January 2, 2022.

In addition, the following selected P/A/Ps are delisted in FY 2022 Sub-ARO Monitoring Report, namely: Textbooks and Instructional Materials (T&IMs) and Conservation of Gabaldon Heritage. The inclusions of these P/A/Ps in the said monitoring system will be until January 31, 2022.

Since the Sub-ARO reports will be uploaded and updated thru Google Sheet, all officers-in-charge of Sub-ARO data recording require a Gmail account, preferably a DepEd email address. The link shall be sent to these addresses for updating.

For any questions or clarifications, please contact Ms. Andrea Morada at 09673414816 or send an email to [andrea.morada@deped.gov.ph](mailto:andrea.morada@deped.gov.ph).

Thank you for your usual support.

**ANNEX A**

**P/A/Ps Proposed to Be Included in the Sub-ARO Monitoring for FY 2022**

<b>P/A/Ps</b>		<b>Submission of Performance Report to EXECOM and Program Teams</b>
1.	Flexible Learning Options	Monthly
2.	Basic Education Facilities	Monthly
3.	School-Based Feeding Program (SBFP)	Monthly
4.	Last Mile Schools Program	Monthly
5.	Alternative Learning System (ALS)	Monthly
6.	General Management and Supervision	Quarterly
7.	Quick Response Fund	Quarterly
8.	Indigenous Peoples Education (IPEd) Program	Quarterly
9.	Madrasah Education Program	Quarterly

Google Sheet link for Sub-ARO Monitoring Updates:

<https://drive.google.com/drive/folders/1E6n172D5lrHW1EdBcTR7szniehc0ILqP>