



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

DEPARTMENT OF EDUCATION
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 RECORDS SECTION REGIONAL OFFICE NO.

SEP 12 2022 7837

MEMORANDUM
 OUF-2022-0490

BY: _____ TIME: 5:10

TO : REGIONAL DIRECTORS
 ✓ SCHOOLS DIVISION SUPERINTENDENTS

OFFICE OF THE DIRECTOR IV	
Date and Time Received	Signature
Date and Time Released	Signature

FROM : ANNALYN M. SEVILLA
 Undersecretary for Finance

[Signature] Sep 9, 2022
 ATTY. OMAR ALEXANDER V. ROMERO
 Assistant Secretary for Finance

SUBJECT : SUBMISSION OF FY 2021 ANNUAL REPORT ON SPECIAL EDUCATION FUND

DATE : September 8, 2022

Joint Circular No. 1 s. 2017 "Revised Guidelines on the Use of the Special Education Fund (SEF)" among the Department of Budget and Management (DBM), Department of Education (DepEd), and Department of the Interior and Local Government (DILG), indicates that the Local School Board (LSB), through the DepEd representative in the LSB, shall submit to DepEd quarterly and annual reports on the use of SEF to promote monitoring, transparency, and accountability. Further, Section No. 3 of the DepEd Order No. 10 Series of 2017, "Revised Guidelines on the Use of the Special Education Fund (SEF)," requires that all reportorial requirements for submission to the DepEd Central shall be addressed to the Office of the Undersecretary for Finance.

Therefore, this Office requests the submission of the FY 2021 SEF Annual Report using the SEF Accountability Form No. 1 or Annex B prepared by the LGU Accountant and submitted to the respective School Division Office. The SEF report shall be forwarded to the Education Programs Management Office (EPMO) through email at epmo@deped.gov.ph, copy furnished usec.financebpm@deped.gov.ph, on or before September 15, 2022.

For questions/clarifications, please get in touch with Ms. Cariz Constantine G. Dosol, through email at epmo@deped.gov.ph or mobile number + 63 968-264-7572.

For your compliance.

[Handwritten]
 9/12/22