



Republic of the Philippines
Department of Education
 REGION VIII - EASTERN VISAYAS

October 11, 2024

REGIONAL MEMORANDUM

No. **1247** s. 2024

DOWNLOADING AND GUIDELINES ON THE UTILIZATION OF 2024 PROGRAM SUPPORT FUNDS (PSF) TO THE SCHOOLS DIVISION OFFICES (SDOs) ON THE PROVISION OF RESOURCES FOR THE PROGRAM FOR INTERNATIONAL STUDENT ASSESSMENT (PISA) PREPARATION PROGRAM

To: Schools Division Superintendents
 All Others Concerned

1. In reference to the attached Joint Memorandum, dated September 30, 2024, from the Office of the Undersecretary for Curriculum and Teaching and the Office of the Undersecretary for Finance and the Sub-Allotment Release Order OSEC-8-24-6279, this Office, through the Curriculum and Learning Management Division (CLMD), hereby informs the field of the downloading and Guidelines on the Utilization of 2024 PSF to the SDOs on the provision of resources for the PISA Preparation Program, with the following amount:

Schools Division Office	Amount	Schools Division Office	Amount
Baybay City	56,908.00	Maasin City	42,660.00
Biliran	100,696.24	Northern Samar	339,135.00
Borongan City	41,757.00	Ormoc City	125,299.00
Calbayog City	95,618.00	Samar	264,536.00
Catbalogan City	60,011.50	Southern Leyte	178,314.00
Eastern Samar	212,566.00	Tacloban City	138,024.00
Leyte	794,709.00	TOTAL	2,450,233.74

- For more information, refer to the attachment.
- Immediate dissemination of this Memorandum is desired.


EVELYN R. FETALVERO, CESO III
 Regional Director

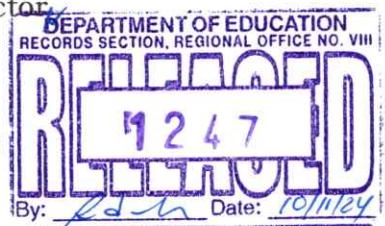
Enclosures: As stated

References: As stated

To be indicated in the Perpetual Index under the following subjects:

DOWNLOADING FUND PISA PREPARATION

CLMD-RRT



Address: Government Center, Candahug, Palo, Leyte
 Telephone No.: (053) 832-5738
 Email Address: region8@deped.gov.ph
 Website: region8.deped.gov.ph





Republic of the Philippines
DEPARTMENT OF EDUCATION
Central Office

SUB-ALLOTMENT RELEASE ORDER

Fiscal Year 2024

Advance copy
KES
10/04/24 11:59 am
9

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: PPA356 310200100004000 - Continuing Appropriations Textbooks and other Instructional Materials		REFERENCE: FY 2023 GAAAO dated 01/03/2023	SUB-ALLOTMENT RELEASE ORDER NO.: OSEC-8-24-6279
		LEGAL BASIS: Republic Act No. 11936 - FY 2023 GAA	DATE: 01-Oct-24
FUND CODE: 01102101	ORGANIZATION CODE: 070010100000		FISCAL YEAR: FY 2024
PURPOSE: Transfer of Program Support Funds (PSF) for the Provision of Resources for the Program for International Student Assessment (PISA) Preparation Program.			
To: The Regional Director Regional Office - VIII Candahug, Palo, Leyte 070010300008			Region : 8
PARTICULARS		ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Subsidy to Operating Units		MOOE 5021408000	2,450,233.74
AMOUNT IN WORDS: *** Two Million Four Hundred Fifty Thousand Two Hundred Thirty Three Pesos & 74/100 Only ***			Total: <u>2,450,233.74</u>
NOTE: The MOOE or CO allotment herein sub-allotted are valid for obligation until December 31, 2024.			

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:

MA. BELEN D. DEMONTEVERDE
Supervising Administrative Officer
OIC, Finance Service-Budget Division

APPROVED:


ANNALYN M. SEVILLA
Undersecretary for Finance




Republic of the Philippines
Department of Education
BUREAU OF LEARNING RESOURCES


September 11, 2024

ATC No : **ATC-2024-CO-00903**

FOR : 
GINA O. GONONG
Undersecretary for Curriculum and Teaching

THROUGH : 
ALMA RUBY C. TORIO
Assistant Secretary for Curriculum and Teaching


JANIR TY DATUKAN
Assistant Secretary for Curriculum and Teaching

FROM : **ARIZ DELSON ACAY D. CAWILAN**
Director IV 
Bureau of Learning Resources

SUBJECT : **AUTHORITY TO CONDUCT FOR THE PROVISION OF
RESOURCES FOR THE PISA PREPARATION PROGRAM**

NAME OF PROGRAM(S)/PROJECT(S)	Program: Textbook and Other Instructional Materials Project: Text-based Learning Resources Activity: Series of Activities on the Provision of Reading Resources for Reading Programs				
OUTPUT CODE(S) AND OUTPUT(S) TO BE PRODUCED	OC-24-BLR-LRPD- IMS-P002				
ACTIVITIES TO BE REQUESTED	<table border="1"><thead><tr><th>Activity Code</th><th>Name of Activity</th></tr></thead><tbody><tr><td>AC-24-BLR-LRPD-IMS-P037</td><td>Provision of Tests and Materials for the PISA-Science Program</td></tr></tbody></table>	Activity Code	Name of Activity	AC-24-BLR-LRPD-IMS-P037	Provision of Tests and Materials for the PISA-Science Program
Activity Code	Name of Activity				
AC-24-BLR-LRPD-IMS-P037	Provision of Tests and Materials for the PISA-Science Program				
ACTIVITIES WITH DOWNLOADING	The following amount shall be downloaded to DepEd Regional Offices: Downloading of Program Support Funds for the Provision of Tests and Materials for the PISA-Science Program				

Region	Amount
Region I	2,584,806.90
Region II	1,817,152.67
Region III	5,698,436.80
Region IV-A	7,464,982.33
Region IV-B	1,770,296.49
Region V	3,418,256.54
Region VI	4,072,705.76
Region VII	3,971,184.04
Region VIII	2,450,233.74
Region IX	1,938,167.05
Region X	2,362,854.96
Region XI	2,748,987.99
Region XII	2,302,224.79
CAR	772,665.75
CARAGA	1,526,146.29
NCR	5,261,542.90
TOTAL	50,160,645

Grand Total = P50,160,645

ANNALYN M. SEVILLA

Underscretary for Finance

4-19-2000
AC-24-BLR-LRPD-TXBKS-2878
310200100004000P 50,160,645 -

ALLOTMENT AVAILABLE (cont.)

MA BELEN DEMONTEVERDE
Supervising Administrative Officer
OIC, Budget Division

BCN 2922

ACTIVITY/IES TO BE
BUMPED OFF

Activity Code	Name of Activity	Amount
AC-24-BLR-LRPD-IMS-P003	Provision of Special Reading Resource Packages for Habit and Hobby Readers for Kindergarten, Grades 4, 5, and 6 Storybooks and Anthology for Grades 1 - 6	P 50,160,645

GRAND TOTAL: P 50,160,645

JUSTIFICATION <i>(for ATC only)</i> 1. Not specified in the WFP 2. Deviated from the WFP	The Provision of Resources for the Program for International Student Assessment (PISA) Preparation Program is based on the immediate needs of the Department in preparation for the conduct of the PISA 2025.								
FINANCIAL REQUIREMENTS	Requirement for this transaction as follows:								
	<table border="1"> <thead> <tr> <th data-bbox="555 450 914 483">Activity Code</th> <th data-bbox="930 450 1166 483">Amount in WFP</th> <th data-bbox="1174 450 1439 483">Amount Requested</th> </tr> </thead> <tbody> <tr> <td data-bbox="555 483 914 544">AC-24-BLR-LRPD-IMS-P037</td> <td data-bbox="930 483 1166 544">50,160,645</td> <td data-bbox="1174 483 1439 544">50,160,645</td> </tr> </tbody> </table>	Activity Code	Amount in WFP	Amount Requested	AC-24-BLR-LRPD-IMS-P037	50,160,645	50,160,645		
Activity Code	Amount in WFP	Amount Requested							
AC-24-BLR-LRPD-IMS-P037	50,160,645	50,160,645							
SOURCE OF FUNDS	2023 Continuing TBIMs Funds								
ADMINISTRATIVE ARRANGEMENTS	<ol style="list-style-type: none"> 1. Guidelines for the Utilization of PSF Funds to be issued by the Office of the Assistant Secretary for Curriculum and Teaching - Education Assessment and Alternative Education, approved by the Offices of Undersecretary of Curriculum and Teaching and Undersecretary of Finance. 2. Certificate of Concurrence will be signed by the recipient regions. 3. Final and ready-to-print digital copies of test materials and learning resources will be made available through official online file-sharing system, to be communicated later. 4. Regional Offices and Schools Division Offices will manage the production of the test materials, and the administration of such. 								
ANNEXES	<ol style="list-style-type: none"> 1. Detailed Budget Estimates 2. Portion of the approved WFP indicating the activity being requested 3. Complete Staff Work 								

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

Republic of the Philippines
DEPARTMENT OF EDUCATION

JUSTIFICATIONS FOR LATE DOWNLOADING OF FUNDS

#	PROGRAM/ACTIVITY/ PROJECT (PAP)	PROVISION OF TESTS AND MATERIALS FOR THE PISA- SCIENCE PROGRAM		
1	PAP Owner Details	Bureau of Learning Resources Learning Resources Production Division		Contact # / Email Address 8631-4985 / blr.lrp@deped.gov.ph
2	Original Target Date of Downloading	<input type="text"/> <input type="text"/> <input type="text"/> MM DD YY	Total Amount to be Downloaded P 80,160,645	Funding Source FY ___ Current FY <input checked="" type="checkbox"/> Continuing
3	Date Submitted to Budget Division for Download	<input type="text"/> <input type="text"/> <input type="text"/> YY		Recipient Offices <input checked="" type="checkbox"/> Regional Offices School Division Offices
4	REASONS FOR LATE DOWNLOADING <i>(Kindly provide detailed explanation)</i>	<p>The Department of Education created the PISA (Programme for International Student Assessment) Technical Working Group (TWG) in August 2024 to oversee the planning, preparation, and implementation of the PISA Readiness Plan in preparation for the main survey in March 2025. The target population for PISA are 15-year-old learners from Grade 7 and higher. In this regard, DepEd has identified 1.63M 15yo learners from all public (junior high) schools in all regions, except for the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM).</p> <p>One of the major activities of the PISA TWG for 2024 is the administration of the PISA mock test (pre- and post-tests) to the identified 1.63M 15yo public school learners. To support this initiative, DepEd, through the Bureau of Learning Resources (BLR) and the Office of the Assistant Secretary for Curriculum and Teaching-Education Assessment and Alternative Education (OASCT-EAAE), will be providing assistance to the schools implementing the tests through Program Support Funds (PSF). The main purpose for the funds is for the printing of tests (pre- and post-tests, including other assessments, as necessary), learning resources, and other related materials in the implementation of the PISA Readiness Plan, which is expected to begin during Quarter 2 of School Year 2024-2025 (September 25 to December 3, 2024).</p> <p>For the PISA Readiness Plan, BLR has identified funds that may be used for this purpose, which will be downloaded to the Regional Offices as PSF. This is in coordination with the OASCT-EAAE, the PISA TWG Secretariat.</p> <p>Since the decision to conduct the activities for the PISA Readiness Plan was finalized only by the end of August 2024, the request for downloading of funds came late, which affected the timeline of approval of the Authority To Conduct (ATC). This activity was also included in the Request for Exemption of BLR Production Division Activities in Advance Downloading of Funds to the Regions.</p>		
5	OTHER SUBMITTED DOCUMENTS	<input checked="" type="checkbox"/> Authority to Conduct/ Activity Request <input checked="" type="checkbox"/> Approved WFP <input checked="" type="checkbox"/> Completed Staff Work		
6	RESOLUTION AND COMMITMENT OF PROGRAM TEAM/ OFFICE	To ensure that the funds shall be downloaded to the Regional Offices on time, programs for the succeeding year shall be planned accordingly and shall be properly coordinated with the concerned offices. This is to ensure		


	that be logistical considerations such as downloading of funds will be done promptly and without any undue delay.
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Prepared by:


JEJOMAR C. ALDA
SREPS, BLR-LRPD


Date: _____

Submitted by:


ARIZ DELSON ACAY D. CAWILAN
Director IV
Bureau of Learning Resources

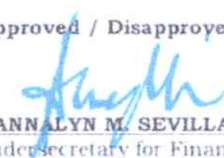
Date: _____

Recommending Approval:


GINA O. GORONG
Undersecretary for Curriculum and Teaching

Date: _____

Approved / Disapproved:


ANNALYN M. SEVILLA
Undersecretary for Finance

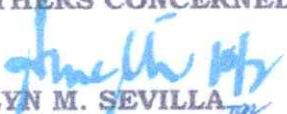
Date: _____




Republic of the Philippines
Department of Education

JOINT MEMORANDUM

TO : **ALL REGIONAL DIRECTORS
ALL OTHERS CONCERNED**

FROM : 
ANNALYN M. SEVILLA
Undersecretary for Finance


GINA O. GONONG *JTO*
Undersecretary for Curriculum and Teaching

SUBJECT : **GUIDELINES ON THE UTILIZATION OF THE DOWNLOADED
PROGRAM SUPPORT FUNDS FOR THE PROVISION OF
TESTS AND LEARNING MATERIALS FOR THE PISA SCIENCE
PROGRAM**

DATE : **September 30, 2024**

1. This memorandum is issued to establish the guidelines on the release and utilization of the downloaded Program Support Funds (PSF) for the Provision of Tests and Learning Materials for the PISA Science Program.
2. A total budget amounting to Fifty Million One Hundred Sixty Thousand Six Hundred Forty-Five Pesos (P50,160,645) under the Continuing Textbook and Other Instructional Materials (TBIMs) Fund shall be downloaded to all Regional Offices (ROs) to cover the procurement of printing services for tests and learning resources to be used for PISA Science Program.
3. The Regional Directors shall determine the corresponding physical target of their respective allocation based on the regional breakdown of the budget. Such report shall be submitted to the Bureau of Learning Resources (BLR) for consolidation and for monitoring purposes.
4. In case the downloaded fund is not sufficient to address the needs for the purpose stated herein, the ROs may tap additional fund support from other funding sources or stakeholders such as, but not limited to, the following:

Local Government Unit (LGU) for Special Education Fund pursuant to Section 2.1 of Joint Circular No. 2 s. 2020 issued by the DepEd, Department of Budget and Management (DBM), and Department of Interior and Local Government (DILG); and

- b. Hiring of contractual or casual employees, whose salaries and other compensation benefits should be charged against Personnel Services allocations; and
 - c. Payment of other capital outlay items such as infrastructure projects.
9. Upon printing of the tests and learning materials, the school shall be responsible for the utilization and care of such, including proper distribution to the concerned learners.
 10. The Learning Resources Production Division (LRPD) shall request the Finance Service-Budget Division of DepEd Central Office to prepare and issue the Sub-AROs to the ROs.
 11. The PSF shall be downloaded to the ROs, and may be further downloaded to Schools Division Offices (SDOs), if the printing of such materials may be more efficient and more economical.
 12. All expenses incurred herein shall be in accordance with existing budgeting, accounting, auditing, and procurement rules and regulations.
 13. All downloadable funds must be obligated and disbursed on or before December 31, 2024. The ROs and SDOs, as the case may be, shall ensure that the obligation and disbursement of these funds are in accordance with the FY 2023 GAA (RA 11936) and National Budget Circular 592 s. 2024 (Guidelines on the Release of Funds for Fiscal Year 2024) dated January 2, 2024.
 14. If the funds are downloaded by the ROs to the SDOs, the latter shall submit to their respective ROs a Statement of Expenditure (SOE) duly certified by the Division Accountant and approved by the Schools Division Superintendent. The ROs shall consolidate the SOEs submitted by their SDOs and submit a consolidated report to BLR. If the RO utilized the downloaded funds, it shall likewise submit the SOE to BLR.
 15. The SOEs shall be submitted to BLR-LRPD through email: blr.lrpd@deped.gov.ph every 30th day of every month following the month the fund has been downloaded to the region and the subsequent months until the said fund has been fully utilized.
 16. For your guidance and strict compliance.

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

5. The budget allocation per region is stated below for reference.

Region	Total No. of 15yo Learners	Percentage of Regional Population	Amount (Php)
Region I	84,071	5.15%	2,584,806.90
Region II	59,103	3.62%	1,817,152.67
Region III	185,342	11.36%	5,698,436.80
Region IV-A	242,799	14.88%	7,464,982.33
Region IV-B	57,579	3.53%	1,770,296.49
Region V	111,179	6.81%	3,418,256.54
Region VI	132,465	8.12%	4,072,705.76
Region VII	129,163	7.92%	3,971,184.04
Region VIII	79,694	4.88%	2,450,233.74
Region IX	63,039	3.86%	1,938,167.05
Region X	76,852	4.71%	2,362,854.96
Region XI	89,411	5.48%	2,748,987.99
Region XII	74,880	4.59%	2,302,224.79
CAR	25,131	1.54%	772,665.75
CARAGA	49,638	3.04%	1,526,146.29
NCR	171,132	10.49%	5,261,542.90
TOTAL	1,631,478	100%	50,160,645

**against DepEd national population of 15-year-old learners from Grades 7 and higher, based on enrolment data for SY 2023-2024*

6. Furthermore, this fund may also be used for the administration of the PISA Science Program Pre-Test in accordance with DM-CT-2024-380 dated September 27, 2024.
7. In situations where any excess or balance of PSF is left after the printing of relevant materials for the PISA Science Program, the balance may be used for other materials that may be required by activities related to the readiness of learners to the conduct of PISA.
8. The following are items that cannot be charged against the identified learning resource budget, to wit:
- a. Purchase of Capital Outlay (e.g., equipment, gadgets, software, or any item with unit cost reaching the minimum threshold for Capital Outlay as provided by existing rules and regulations);



Republic of the Philippines
Department of Education
BUREAU OF LEARNING RESOURCES

Office of the Director

MEMORANDUM
BLR-2024-_____

TO : **MA. BELEN D. DEMONTEVERDE**
Supervising Administrative Officer
Officer-in-Charge
Finance Division – Budget Division

FROM : **ARIZ DELSON ACAY D. CAWILAN**
Director IV *AD* *JTO* *scs*

SUBJECT : **FUND TRANSFER OF PROGRAM SUPPORT FUNDS FOR THE
PROVISION OF TESTS AND LEARNING MATERIALS FOR THE
PISA-SCIENCE PROGRAM**

DATE : **SEPTEMBER 30, 2024**

This refers to the Downloading of Program Support Funds to Regional Offices for the Provision of Tests and Learning Materials for the Programme for International Student Assessment (PISA) Science Program with Activity Code **AC-24-BLR-LRPD-IMS-P037**, with the attached Downloading Guidelines.

In this regard, may we request your office to facilitate the transfer of funds to the regional offices with a total amount of **Fifty Million One Hundred Sixty Thousand Six Hundred Forty-Five pesos (P50,160,645)** only, chargeable to FY 2023 TBIMs Continuing Fund. The said amount will be used for the printing of tests and learning materials intended for the PISA-Science Program identified in the Downloading Guidelines.

Please refer to the attached breakdown of proposed PSF per region for your reference.

For your information and appropriate action.

Attached: as stated

DIVISION CODE



(BLRM) Ground, Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City, (02) 8634-1072; 8634-0901; 8634-1054,
(BIRC) Ecotech Compound Sudlun, Lahug, Cebu City, (032) 230-7939, (032) 230-7948
Email Address: blr_rcd@deped.gov.ph, blr_rcd@deped.gov.ph, blr_rcd@deped.gov.ph, blr_rcd@deped.gov.ph



DepEd Philippines



@depedphilippines



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**Breakdown of Proposed Program Support Funds
for the Provision of Tests and Learning Materials for the PISA-Science
Program**

REGION	AMOUNT
Region I	2,584,806.90
Region II	1,817,152.67
Region III	5,698,436.80
Region IV-A	7,464,982.33
Region IV-B	1,770,296.49
Region V	3,418,256.54
Region VI	4,072,705.76
Region VII	3,971,184.04
Region VIII	2,450,233.74
Region IX	1,938,167.05
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TOTAL	50,160,645