



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

October 13, 2025

REGIONAL MEMORANDUM

FD-2025- **1329**

**INVITATION TO THE NATIONAL CONSULTATION ON SPECIAL EDUCATION
FUND (SEF) POLICY**

To: Schools Division Superintendents (Catbalogan City and Eastern Samar)
All Others Concerned

1. Attached is an Invitation from the Office of ATTY. EDSON BYRON K.SY, Undersecretary for Finance, Officer-in-Charge, Office of the Undersecretary for Finance, dated August 19, 2025, announcing the conduct of the National Consultation on Special Education Fund (SEF) Policy on October 21-24, 2025, in National Capital Region.
2. Immediate dissemination of and compliance with this Memorandum are desired.



RONEL AL K. FIRMO CESO IV
Assistant Regional Director
Officer-In-Charge
Office of the Regional Director

Enclosures: As stated

References: None

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

CONSULTATION POLICY SEF

FD-GJF



Department of Education

DEPARTMENT OF EDUCATION
RECEIVED
 RECORDS SECTION REGIONAL OFFICE NO. 10
 DATE: 10-9-25
 TRACKING NO. 10000
 TIME: 1:14
 SIGNATURE: [Signature]

INVITATION TO THE NATIONAL CONSULTATION ON SEF POLICY

1 message

Office of the Assistant Secretary for Finance <asec.finance@deped.gov.ph>

To: makati.city@deped.gov.ph, baguio.city@deped.gov.ph, abra@deped.gov.ph, DEPED BATAK CITY <batak.city@deped.gov.ph>, la.union@deped.gov.ph, DepEd Tuguegarao <tuguegarao@deped.gov.ph>, gapan.city@deped.gov.ph, aurora@deped.gov.ph, rizal@deped.gov.ph, tayabas.city@deped.gov.ph, deped.palawan2@gmail.com, calapan.city@deped.gov.ph, naga.city@deped.gov.ph, albay@deped.gov.ph, iloilo@deped.gov.ph, sagay.city@deped.gov.ph, deped.bohol@deped.gov.ph, bogo.city@deped.gov.ph, depedcatbalogancitydivision15@gmail.com, eastern.samar@deped.gov.ph, dapitan.city@deped.gov.ph, depedzanortedivision@yahoo.com, elsalvador.city@deped.gov.ph, davao.city@deped.gov.ph, tacurong.sgod@deped.gov.ph, deped.bayugan@gmail.com, DepEd Ilocos Region <region1@deped.gov.ph>, region2@deped.gov.ph, Department of Education Regional Office III <region3@deped.gov.ph>, DepEd Region IV-A CALABARZON <region4a@deped.gov.ph>, MIMAROPA REGION <mimaropa.region@deped.gov.ph>, region5@deped.gov.ph, cristo.eco001@deped.gov.ph, ramir.uytico@deped.gov.ph, region7@deped.gov.ph, Region VIII Eastern Visayas <region8@deped.gov.ph>, DepEd RO-IX ZamPen <region9@deped.gov.ph>, Department of Education Region 10 <region10@deped.gov.ph>, DepEd XI Davao Region <region11@deped.gov.ph>, DepEd XII Soccsksargen <region12@deped.gov.ph>, DepEd Region XIII CARAGA <caraga@deped.gov.ph>, Office of the Assistant Secretary for Operations <asec.ops@deped.gov.ph>, Office of the Undersecretary for Operations <ouops@deped.gov.ph>
 Cc: Education Programs Management Office <epmo@deped.gov.ph>

Good day,

Greetings from the **Office of the Assistant Secretary for Finance!**

The Education Programs Management Office (EPMO), under the Office of the Undersecretary for Finance (OUF) of the Department of Education (DepEd), will be conducting a four (4) day **National Consultation on Special Education Fund (SEF) Policy** on **October 21-24, 2025** (inclusive of travel time) in **National Capital Region**.

The DepEd has been monitoring the utilization of SEF in compliance with Item No. 3 of DepEd Order (DO) No. 10, s. 2017 entitled "*Revised Guidelines on the Use of the Special Education Fund (SEF)*". However, since the issuance of the existing Joint Circulars (JCs) on the Special Education Fund (SEF), new laws and regulations have been enacted that expanded the allowable uses of SEF. These developments have necessitated the revision of the current JCs to align with the updated legal framework.

In this context, the National Consultation on SEF Policy will serve as a platform to present and discuss the Omnibus SEF Guidelines, which will provide the primary framework for the effective and responsive implementation of the SEF in support of basic education.

The **four-day consultation meeting (Inclusive of Travel Time)** aims to:

- Present** the new Omnibus Guidelines on the use of Special Education Fund (SEF) and **gather feedback** on its operationalization and implementation;
- Discuss** the provisions on how Local School Boards (LSBs) are expected to prioritize expenditures charged against the SEF;
- Cascade** the transitory reporting guidelines, and ways forward on SEF utilization reports in accordance with the new Joint Circular;
- Ensure** that stakeholders are well-informed and aligned on the key changes and implications of the new SEF Joint Circular.

In this regard, this is to formally request **the presence of selected Schools Division Superintendents (SDS) or Public Schools District Supervisors (PSDS)** to attend in the said event. You may refer to **Annex A** for the list of invitees per region. Your inputs will be valuable to the EPMO's understanding on SEF and for the improvement of EPMO's utilization reports which can ultimately improve the timely and proper utilization of SEF and to help ensure the complementary and efficient allocation of national and local funding for basic education.

Kindly confirm your attendance on or before October 10, 2025 at bit.ly/SEF-2025-REGISTRATION

Moreover, EPMO will also invite participants from the Local Government Units (LGU), particularly the Local Accountant or Treasurer as the DepEd counterpart in the LGU handling SEF. This aims to streamline the reporting process of the SDOs with the LGU in compliance with Joint Circular (JC) No. 1, s. 2017 of DepEd, the Department of Local and Interior and Local Government and the Department of Budget and Management.

Attached is the Indicative Program, for information and reference.

Questions and clarifications may be directed to **Ms. Franzess Vhea T. Tagudin** of EPMO through franzess.tagudin@deped.gov.ph or mobile number **+63 917-153-2217**.

Thank you.

Regards,
Office of the Assistant Secretary for Finance

1/F Alonzo Building, DepED Complex, Meralco Ave., Pasig City
17/F Techzone Building, Sen. Gil Puyat Ave., Makati City
Email Address: asec.finance@deped.gov.ph



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2 attachments



LETTER TO SDO_Final.pdf
654K



Indicative Program - SEF 2025.pdf
451K



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

OASF-2025-654
August 19, 2025

FOR : MALCOLM S. GARMA
Assistant Secretary for Operations
Officer-in-Charge
Office of the Undersecretary for Operations

REGIONAL DIRECTORS
All Regions

ANSELMO R. ALUDINO
SDS, Batac City

CELEDONIO B. BALDERAS, JR.
SDS, Tayabas City

ELSIE T. BARRIOS
SDS, Palawan

SUSANA M. BAUTISTA
SDS, Calapan City

SUSAN S. COLLANO
SDS, Naga City

GORGONIO G. DIAZ, JR.
SDS, Eastern Samar

DORIS DJ. ESTALILLA
SDS, Rizal

MAJARANI M. JACINTO
SDS, Zamboanga Del Norte

FAY C. LUAREZ
SDS, Bohol

NENE R. MERIELES
SDS, Albay

JAY S. MONTEFALCO
SDS, Dapitan City

GILDO G. MOSQUEDA
SDS, Tacurong City

LEAH P. NOVERAS
SDS, Bogo City

DANTE G. PARUNGAO
SDS, Aurora

ENRIQUE E. ANGELES, JR.
SDS, Gapan City

JORGE M. REINANTE
SDS, La Union

ERNESTO F. SERVILLION, JR. SDS, Iloilo

REYNANTE A. SOLITARIO
SDS, Davao City

CARMELA R. TAMAYO
SDS, Catbalogan City

MA. TERESA M. REAL
OIC-SDS, Bayugan City

GILBERT N. TONG
SDS, Tuguegarao City



RANDOLPH B. TORTOLA
SDS, El Salvador City

DANNIE CLARK M. UGUIL
SDS, Sagay City

MA. EVALOU CONCEPCION A. AGUSTIN, CESO V
SDS, Makati City

SORAYA T. FACULO, PHD
SDS, Baguio City

AMADOR D. GARCIA, SR.
SDS, Abra


FROM : ATTY. EDSON BYRON K. SY
Undersecretary for Finance 
Officer-in-Charge
Office of the Undersecretary for Finance

SUBJECT : INVITATION TO THE NATIONAL CONSULTATION ON SEF POLICY

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- d. **Ensure** that stakeholders are well-informed and aligned on the key changes and implications of the new SEF Joint Circular.

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Questions and clarifications may be directed to **Ms. Franzess Vhea T. Tagudin** of EPMO through franzess.tagudin@deped.gov.ph or mobile number +63 917-153-2217.

Thank you.

cc: Office of the Secretary

SPECIAL EDUCATION FUND CONSULTATION MEETING
LIST OF PARTICIPANTS

REGION	SDO / DIVISION	POSITION / NAME	TOTAL PER REGION
NCR	SDO – Makati City	SDS – Ma. Evalou Concepcion A. Agustin, CESO V	1
CAR	SDO – Baguio City	SDS – Soraya T. Faculo, PhD	2
	SDO – Abra (Tayum)	PSDS	
Region I	SDO – Batac City	SDS – Anselmo R. Aludino	2
	SDO – La Union (San Gabriel)	PSDS	
Region II	SDO – Tuguegarao City	SDS – Gilbert N. Tong	1
Region III	SDO –Gapan City	SDS – Enrique E. Angeles, Jr.	2
	SDO – Aurora (Dinalungan)	PSDS	
Region IV-A	SDO – Rizal (Baras)	PSDS	2
	SDO – Tayabas City	SDS – Celedonio B. Balderas, Jr.	
Region IV-B	SDO – Palawan (Cagayancillo)	PSDS	2
	SDO – Calapan City	SDS – Susana M. Bautista	
Region V	SDO – Naga City	SDS – Susan S. Collano	2
	SDO – Albay (Malinao)	PSDS	
Region VI	SDO – Iloilo (Lemery)	PSDS	1
NIR	SDO – Sagay City	SDS – Dannie Clark M. Uguil (OIC)	1
Region VII	SDO – Bohol (San Miguel)	PSDS	2
	SDO – Bogu City	SDS – Leah P. Noveras	
Region VIII	SDO – Catbalogan City	SDS – Carmela R. Tamayo	2
	SDO – Eastern Samar	PSDS	
Region IX	SDO – Dapitan City	SDS – Jay S. Montefalco (OIC)	2
	SDO – Zamboanga del Norte	PSDS	
Region X	SDO – El Salvador City	SDS – Randolph B. Tortola	1
Region XI	SDO – Davao City	SDS – Reynante A. Solitario	1

Region XII	SDO – Tacurong City	SDS – Gildo G. Mosqueda	1
Region XIII	SDO – Bayugan City	OIC-SDS – Ma. Teresa M. Real (OIC)	1
TOTAL			26

INDICATIVE PROGRAM OF ACTIVITIES

National SEF Policy Consultation

October 21-24, 2025

Metro, Manila

DAY 1 – October 21, 2025		
TIME	ACTIVITY	LEAD PERSON/OFFICE
11:00 AM – 12:00 PM	Arrival of Participants <ul style="list-style-type: none"> • Ingress/ Arrival of Participants • Registration • Briefing 	EPMO
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – 5:00 PM	Meeting of the Committee in preparation for the 3-day activity	EPMO
DAY 2 – October 22, 2025		
TIME	ACTIVITY	LEAD PERSON/OFFICE
8:00 AM – 9:30 AM	Preliminaries <ul style="list-style-type: none"> • Registration • National Anthem • Prayer 	EPMO
9:30 AM – 10:00 AM	Opening Remarks	Secretary Sonny Angara/ Representative from the Office the Secretary
10:00 AM – 10:30 AM	Policy Direction and Setting	ATTY. EDSON BYRON K. SY Assistant Secretary for Finance Officer-in-Charge Office of the Undersecretary for Finance
10:30 AM – 10:45 AM	COFFEE BREAK/AM SNACK	
10:45 PM – 11:45 PM	Initial findings and agreements of the FY 2023 Consultation Meeting on SEF Overall status of SEF utilization over the years	ADEL D. ABAYA Project Development Officer V EPMO
11:45 NN – 12:45 PM	LUNCH	
12:45 AM – 1:45 PM	Orientation of the New Omnibus Guidelines on the Use of JC on SEF: Coverage, the LSB, Secretariat and Roles of Stakeholders	ATTY. TARA C. RAMA Project Manager III
1:45 AM – 2:45 AM	Open Forum	Panel: UNICEF; EPMO; DOF – BLGF; DBM; DILG Facilitator
2:45 PM – 3:00 PM	COFFEE BREAK/PM SNACK	
3:00 PM – 4:00 PM	Orientation of the New Omnibus Guidelines on the Use of JC on SEF: SEF Planning/Budgeting, Other Procedures, Reporting and Monitoring	UNICEF EPMO DOF - BLGF

4:00 PM – 5:00 PM	Open Forum	Panel: UNICEF; EPMO; DOF – BLGF; DBM; DILG Facilitator
DAY 3 – October 23, 2025		
TIME	ACTIVITY	LEAD PERSON/OFFICE
8:15 AM – 9:45 AM	Presentation of the Proposed Guidelines and Data Capturing Tool to Report the SEF Budget and Actual SEF Utilization	UNICEF EPMO DOF - BLGF
9:45 AM – 10:00 AM	COFFEE BREAK/AM SNACK	
10:15 AM – 12:00 PM	<i>Consultation Proper (Breakout Session: Inputs on the operationalization of the Guidelines and Data Capturing Tool to Report the SEF Budget and Actual SEF Utilization</i>	SDS, PSDS, SEF Focal from the SDOs and LGUs
12:00 NN – 1:00 PM	LUNCH	
1:00 PM – 2:45 PM	Presentation of results of the Breakout Session: Inputs on the operationalization of the Guidelines and Data Capturing Tool	SDS, PSDS, SEF Focal from the SDOs and LGUs
2:45PM – 3:00PM	COFFEE BREAK/PM SNACK	
3:00PM – 5:00PM	Session on the collection of Output and Outcome Indicators	UNICEF EPMO Planning Service
DAY 4 – October 24, 2025		
TIME	ACTIVITY	LEAD PERSON/OFFICE
8:00 AM – 12:00 PM	<i>Synthesis: Ways Forward and Agreements Closing Remarks</i>	EPMO UNICEF DOF-BLGF
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – ONWARDS	<i>Action Planning on the Results of the Consultation</i>	EPMO UNICEF DOF-BLGF