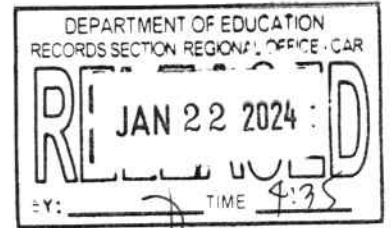




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



22 Jan 2024

Regional Memorandum

No: **044-2024**

**SUBMISSION OF REPORTS RELATIVE TO THE UTILIZATION OF THE 2023
SPECIAL NEEDS EDUCATION PROGRAM SUPPORT FUND**

TO: Assistant Regional Director
Schools Division Superintendents
All Schools Division
All Others Concerned

1. Relative to **DM-CT-2024-016** entitled Submission of Report Relative to the Utilization of Special Needs Education Program Support Fund, this Office requests the **Submission of Utilization Report of the downloaded Program Support Funds to the Schools Division Offices and Recipient Schools, including the Catch-up Plans for the Unobligated Amount.**

2. The SNED focal persons in each Schools Division Office shall submit the consolidated report on or before **January 24, 2024** through email address: denia.tarnate@deped.gov.ph.

3. Enclosed with this Memorandum are the utilization report templates.

Enclosure 1: Report of Implementation of Activities Involving the Use of the SPED Program Support Funds

Enclosure 2: Accomplishments (Consolidated and grouped according to the objects of expenditures as per DO No. 42, s. 2021)

Enclosure 3: Plans for the Unobligated Amount (Consolidated and grouped according to the objects of expenditures as per DO No. 42, s. 2021) and Issues and Concerns

4. Should there be any queries and/or clarifications, kindly contact Jennifer P. Ande, Chief-CLMD, through email address at jennifer.ande@deped.gov.ph.

5. For strict Compliance.

ESTELA L. CARIÑO EdD, CESO III

Director IV/ Regional Director

For the Regional Director:

RONALD B. CASTILLO, CESO V

Director III/ Assistant Regional Director

CLMD/JPA/dot-utilization report
January 22, 2024



Address: DepEd-CAR Complex, Wangal, La Trinidad, Benguet, 2601

Telephone No: (074) 422 - 1318

Email Address: car@deped.gov.ph



DepEd Tayo Cordillera



<https://depedcar.ph>

Enclosure 1 to RM No. 044.2024

**Report of Implementation of Activities Involving the Use of the
SPED Program Support Funds**

School: _____

Schools Division Office: _____

Amount Downloaded: _____

Output	Activities	Performance Indicator	Target		Accomplishment		Plans for the Unobligated Amount
			Physical	Financial	Physical	Financial	

Issues and Concerns:

Prepared by:

School Head

Noted:

Public Schools District Supervisor

Enclosure 2 to RM No. 044.2024

Accomplishments (Consolidated and grouped according to the objects of expenditures as per DO No. 42, s. 2021)

Add rows as necessary.

Office	Objects of Expenditures	Allocated Amount	Expected Month of Conduct
SDOs			
Abra			
Apayao			
Baguio City	Training		
Benguet			
Ifugao			
Kalinga			
Mt. Province			
Tabuk City			
Schools			
Conversion of SPED Centers to ILRC			
Baguio City			
Benguet			

Note: To be accomplished by the SDO SNED Focal Persons.

Enclosure 3 to RM No. 044.2024

Plans for the Unobligated Amount (Consolidated and grouped according to the objects of expenditures as per DO No. 42, s. 2021)

Office	Objects of Expenditures	Allocated Amount	Expected Month of Conduct
SDOs			
Abra			
Apayao			
Baguio City			
Benguet			
Ifugao			
Kalinga			
Mt. Province			
Tabuk City			
Schools			
Conversion of SPED Centers to ILRC			
Baguio City			
Benguet			

Issues and Concerns:

Prepared by:

SNED Focal

Noted:

Schools Division Superintendent