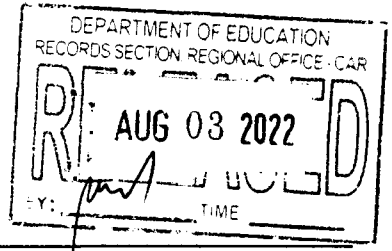




Republic of the Philippines
Department of Education
 Cordillera Administrative Region



August 2, 2022

REGIONAL MEMORANDUM

No. 385-2022

**STATUS OF THE ADDITIONAL PROGRAM SUPPORT FUND
 FOR REIMBURSEMENT OF COMMUNICATION EXPENSE
 OF TEACHERS**

For: Assistant Regional Director
 All Schools Division Superintendent
 All SDO Program Support Fund Coordinator
 All Others Concerned

1. Pursuant to Memorandum No. DM-OSEC-2022-113 from the Office of Director John Arnold Siena titled Request for the Status of the Additional Program Support Fund for Reimbursement of Communication Expense of Teachers, requires all Schools Division Offices to submit the status of and reason for the underutilization of the Additional Program Support Fund intended for the reimbursement of the communication expenses incurred by public school teachers who were not provided with NEAP SIM Cards and who have attended NEAP-recognized online programs and courses.

2. The designated SDO Program Support Fund Coordinators or Focal Persons are to submit their reports to serve as reference for the NEAP CO to strategically plan for its way forward / next steps on the utilization of the said funds.

3. For guidance, the Additional Support Funds provided to each SDO last October 2021 are as follows:

SCHOOLS DIVISION OFFICE	ASF AMOUNT
Abra	731,200.00
Apayao	458,240.00
Baguio City	689,280.00
Benguet	1,083,200.00
Ifugao	624,320.00
Kalinga	397,440.00
Mt. Province	675,520.00
Tabuk City	349,120.00
TOTAL	5,008,320.00



4. Reports are to be submitted via the NEAP CAR email car.neapr@deped.gov.ph **on or before 5:00 PM of August 8, 2022**. The report in **Excel Format** shall include the breakdown of where the funds were used as shown in the template below, the status and reasons.

School	Initial Reimbursement (purchase of SIM and Initial Load of Php300.00)	Reimbursements of prepaid load in attendance to NEAP-PDPs	Sub-Total
Grand Total			

Additional PSF Amount	Total Amount Used / Reimbursed	Remaining Balance	Reason/s of underutilization of PSF Amount

5. For inquiries and technical assistance, contact the NEAPCAR through Jennifer P. Ande, Chief Education Supervisor and Officer In-charge via 09190073814 or through email car.neapr@deped.gov.ph.

6. Immediate dissemination and strict compliance to this memorandum is adhered.


ESTELA P. LEON-CARIÑO EdD, CESO III
 Director IV / Regional Director