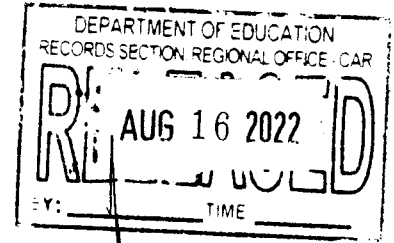




Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region  
 Wangal, La Trinidad, Benguet



August 12, 2022

**REGIONAL MEMORANDUM**  
 No. 410 . 2022

**DOWNLOADING OF FUNDS TO COVER FUNDING REQUIREMENTS FOR TRAVEL  
 EXPENSES OF REGIONAL TRAINING OF TRAINERS  
 ON FILIPINO SIGN LANGUAGE**

TO: Assistant Regional Director  
 Schools Division Superintendents of Baguio City, Benguet, Ifugao, Mt.  
 Province and Tabuk City  
 Schools Division Office of Benguet, Benguet, Ifugao, Mt. Province  
 and Tabuk City  
 All Others Concerned

- Please be informed that funds are downloaded to your respective Schools Division Offices to **Cover Funding Requirements for Travel Expenses of Regional Training of Trainers on Filipino Sign Language.**
- Monitoring and Evaluation of the said funds, the utilization of which shall be reported in the Statement of Expenditure (SOE) template provided under DepEd Order No. 042, s. 2021 entitled Guidelines on the Utilization of Program Support Funds for Special Education (SPED) dated October 4, 2021.
- Below is the breakdown of fund/amount for your guidance.

SDO	Name of Trainer	Position	Amount
Baguio City	Jeffrey Munar	SPET II	Php 7, 300.00
	Arlene Compay	MT I	
Benguet	Clyde Praille Burgos	SPET III	Php 7, 300.00
	Joy Fernandez	SPET I	
Ifugao	Flordeliza Ellag	SPET I	Php 4, 000.00
Mt. Province	Purita Tudlong	SPET II	Php 4, 000.00
Tabuk City	Lasinda Pangsiw	SPET I	Php 8, 000.00
	Lilnette Godinez	SPET I	
<b>TOTAL</b>			<b>Php 30, 600.00</b>

- Should there be deficiencies with the downloaded fund, it shall be charged through their local funds or other sources.
- Utilization and liquidation of the downloaded funds shall adhere to existing budgeting, accounting, auditing, and procurement rules and procedures.





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6. For inquiries and clarifications, please contact OIC of CLMD Rosita C. Agnasi at [rosita.agnasi@deped.gov.ph](mailto:rosita.agnasi@deped.gov.ph), Regional SPED Focal at [denia.tarnate@deped.gov.ph](mailto:denia.tarnate@deped.gov.ph) or Supervising Administrative Officer Cristina Paquit at [cristy.paquit@deped.gov.ph](mailto:cristy.paquit@deped.gov.ph).

7. Immediate dissemination of and strict compliance with this Memorandum is desired.

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