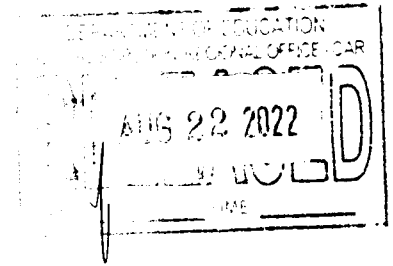




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region



August 18, 2022

**REGIONAL MEMORANDUM**

No. 421.2022

**DOWNLOADING OF PROGRAM SUPPORT FUNDS FOR THE CONSULTATION SERIES ON THE IMPLEMENTATION OF MAJOR BLSS PROGRAMS, PROJECTS, AND ACTIVITIES (SBFP, SDHCP, SSDP, and other OKD Programs)**

To: Assistant Regional Director  
Schools Division Superintendent of Tabuk City  
Schools Division of Tabuk City  
All Others Concerned

1. Please be informed that the amount of One Hundred Fifty-three Thousand and One Hundred Twenty-five Pesos (Php 153,125.00) has been downloaded to your respective division for the conduct of **Regional/Cluster Consultation Series of major BLSS Programs, Projects, and Activities.**
2. Attached is the OUA MEMO 00-0422-0155 for your information and guidance.
3. Utilization and liquidation of the downloaded funds shall adhere to existing budgeting, accounting, auditing, and procurement rules and procedures.
4. Immediate dissemination of and strict compliance with this Memorandum is desired.

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

ESSD/EHM/jsb





Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim

**OUA MEMO 00-0422-0155**

**MEMORANDUM**

25 April 2022

For: **Regional Directors**  
(Regions I, II, III, IV-A, V, VII, CAR, and CARAGA)

Subject: **GUIDELINES ON THE UTILIZATION OF DOWNLOADED PROGRAM SUPPORT FUNDS FOR THE CONSULTATION SERIES ON THE IMPLEMENTATION OF MAJOR BLSS PROGRAMS, PROJECTS, AND ACTIVITIES (PPA) - BATCH 2**

The Bureau of Learner Support Services-Office of the Director (BLSS-OD) under the Office of the Undersecretary for Administration (OUA) is in charge of the School Health Division (SHD) and School Sports Division (SSD) which implement major strategic programs that support the development of learners (i.e., improvement of health and nutritional well-being, and assurance of optimum wellness). These include the School-Based Feeding Program (SBFP), School Dental Health Care Program (SDHCP), School Sports Development Program, and Learners Support Program (LSP). The LSP supports other PPAs under SHD's Oplan Kalusugan sa DepEd (OKD).

In this connection, the BLSS-OD and its divisions will conduct a **regional/cluster consultation series** to discuss the accomplishments, status and challenges in the implementation of their major PPAs. The expected participants are the implementing units (regional and division focal persons and participating schools) of SDHCP, SBFP, and other LSP-funded activities. Some project sites shall be visited and shall serve as venues of the activity.

With this, the OUA issues the *Guidelines on the Utilization of Downloaded Program Support Funds for the Consultation Series on the Implementation of Major BLSS PPAs (Annex A)*.

For questions and concerns on this subject, kindly contact the BLSS-OD through email at [blss.od@deped.gov.ph](mailto:blss.od@deped.gov.ph).

For information and compliance.

**ATTY. SALVADOR C. MALANA III**  
Assistant Secretary  
Officer-in-Charge, Office of the  
Undersecretary for Administration



Scan the QR Code to view  
Videos and Magazines  
of Major Programs



**Office of the Undersecretary for Administration (OUA)**

[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]

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Rm 519, Mabini Bldg.; Mobile: +639260320762; Tel: (+632) 86337203, (+632) 86376207  
Email: [usec.admin@deped.gov.ph](mailto:usec.admin@deped.gov.ph); Facebook/Twitter @depedtayo

## **Annex A**

### **Guidelines on the Utilization of Downloaded Program Support Funds for the Consultation Series on the Implementation of Major BLSS PPAs**

#### **I. Objectives**

The consultation series aims to:

1. determine the status of major PPAs including fund utilization and accomplishments at the field offices and schools;
2. identify and analyze issues and challenges in program implementation;
3. determine the effectiveness of policies and guidelines on program delivery, institutional arrangements, fund allocation and utilization, and implementation mechanisms on the ground; and
4. recommend action points for improvement and harmonization of PPA implementation.

#### **II. Mechanics**

1. **Division's Reporting of PPA Status Report**
  - a. Each division will present its report containing outputs, outcomes and fund utilization in the implementation of SBFP 2021 and 2022, and SDHCP and LSP-funded activities supporting OKD.
  - b. The report shall identify and analyze issues, concerns and challenges, particularly in terms of the COVID-19 pandemic.
2. **Involvement of Regional and Division Focal Persons**

The regional and division focal persons will be involved in the consultations in order to capture the status of operations and challenges in the implementation of PPAs in their respective offices.
3. **Participatory Approach and Harmonization of Action Plans**

The activity will harness participatory approach and ensure harmonization of PPAs at the regional and division levels.
4. **Limited Face-to-Face**

Due to health protocols and varying alert levels, the activity will employ a series of limited face-to-face sessions with only the core focal persons.
5. **Involvement of SDHCP and SBFP Recipient Schools**

The consultations shall be conducted in selected recipient schools, so that the participants will have an opportunity to see the physical implementation of PPAs.

### III. Schedule of Activities

1. The consultation series shall be conducted from July to October 2022.
2. The specific dates shall be coordinated by the BLSS to Regional Offices depending on Alert Levels and availability of target participants.

### IV. Fund Allocation

The downloaded program support funds will be used for the following budget estimate:

Estimated Number of Pax from the Central Office*	Estimated Number of Days/Region	Board and Lodging Expenses (P)	Local Travel Expenses (P)**	Meals (P)	Contingency (P)
9	5	90,000.00	40,000.00	20,000.00	3,125.00
<b>Grand Total</b>				<b>153,125.00</b> per region	

\*Representatives from BLSS-OD, SHD, SSD, and OUA

\*\*Vehicle rental fees

1. Any savings from the items/**budget** above can be used by Regional Offices in continuing the monitoring of OKD projects/activities.
2. The downloaded program **support funds** shall be utilized until December FY2022.



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Department of Education  
Bureau of Learner Support Services

**LIST OF BENEFICIARY REGIONS OF THE DOWNLOADED PROGRAM SUPPORT FUNDS FOR THE CONDUCT OF CONSULTATION SERIES ON THE IMPLEMENTATION OF MAJOR PROGRAMS AND PROJECTS (PAPs) UNDER BLSS**

No.	REGION	AMOUNT ALLOCATED
1	Region I (Ilocos Region)	153,125.00
2	Region II (Cagayan Valley)	153,125.00
3	Region III (Central Luzon)	153,125.00
4	Region IV-A (CALABARZON)	153,125.00
5	Region V (Bicol Region)	153,125.00
6	Region VII (Central Visayas)	153,125.00
7	CAR (Cordillera Administrative Region)	153,125.00
8	Region XIII (CARAGA)	153,125.00
	<b>GRAND TOTAL</b>	<b>₱1,225,000.00</b>

Prepared by:



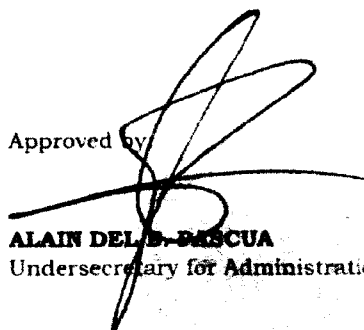
**SHEILA MARIE LAUREL**  
Administrative Assistant III

Recommending Approval:



**LOPE B. SANTOS III**  
Director IV, BLSS

Approved by:



**ALAIN DEL B. PASCUA**  
Undersecretary for Administration