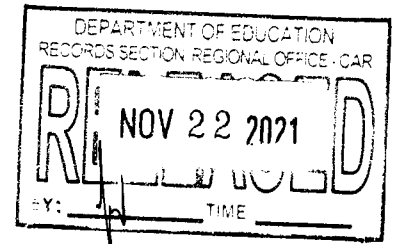




Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
Wangal, La Trinidad, Benguet



November 22, 2021

**REGIONAL MEMORANDUM**

No. 557.2021

**DOWNLOADING OF FUNDS FOR PROVISION LEARNING RESOURCES  
FOR SY 2021-2022 UNDER PROJECT HYTEQ AND VIRTUAL SPACES**

TO: OIC-Assistant Regional Director  
Schools Division Superintendents  
All Schools Division Offices  
All Others Concerned

1. Please be informed that a total amount of Four hundred fifty thousand pesos (PhP 450,000.00) under FY 2021 Flexible Learning Options (FLO) fund has been downloaded to your divisions for the provision of learning resources for SY 2021-2022 under the Project HyTEQ and Virtual SPACES.
2. The **Virtual SPACES** (Synchronous and Planned Activities to Continue Education to School-age learners) is under the umbrella of project HyTEQ which focus on online teaching and learning environment where teachers and learners can engage and interact with one another in a live, and synchronous setting.
3. List of School implementers of the Virtual SPACES project is detailed in **enclosure 1**.
4. The funds shall be utilized for the same purpose and considerations provided under Joint Memorandum No. DM OUCI 2021-195 (Supplementary Guidelines in the Utilization of Downloaded Funds for the Provision of Quarters 1 and 2 Learning Resources of SY 2021-2022) dated June 2, 2021, which states that the utilization of funds should be compliant with the provisions of Learning Resources in the Implementation of the Basic Education Learning Continuity Plan (BE-LCP) except the use of Special Education Fund (SEF).
5. Monitoring and Evaluation of BE-LCP funds on the utilization of which, shall be reported in the Statement of Expenditure (SOE) template provided under Joint Memorandum No. DM OUCI 2021-210 dated June 2021. The template may be accessed through this link: <https://tinyurl.com/SOElearningresources>

CLMD/RCA



Address: Wangal, La Trinidad, Benguet, 2601  
Telephone No.: (074) 422-1318 | Fax: (074) 422-4074  
Website: [www.depedcar.ph](http://www.depedcar.ph) | Email: [car@deped.gov.ph](mailto:car@deped.gov.ph)



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6. Responsible Person/s in the Preparation of the Statement of Expenditures.

<b>Responsible Person</b>	<b>Terms of Reference</b>
Division Learning Resource Education Program Supervisor (by SDOs)	Filling out of physical accomplishment targets, number of procured, delivered SLMs, Activity Sheets, Tablets and USBs and other LR or other activities charged against the fund
Division Accountant Division Budget Officer (by SDOs)	Filling out of obligations and disbursements
Chief, RO Finance Division (Region)	Review of overall obligations and disbursements
Chief, CLMD Regional LR EPS	Monitoring of Completion of SOEs
Schools Division Superintendent Regional Director	Approval of Submitted SOEs

7. Attached are the following Enclosures for your guidance:

**Enclosure 1:** Fund Allotment per SDO

**Enclosure 2:** List of Schools and number of learner-beneficiaries for the Virtual SPACES project

8. SDOs are advised to download to additional school implementers of the **Project HYTEQ** the amount to be allotted for network or internet server management, ICT equipment and setting-up of Learning Management System (LMS) requirements and internet expenses of learner-beneficiaries of the Virtual SPACES project as stipulated in Enclosure 1.

9. Utilization and liquidation of the downloaded funds shall adhere to existing budgeting, accounting, auditing, and procurement rules and procedures.

10. For inquiries and clarifications, please contact CLMD Chief Carmel Meris at [carmel.meris@deped.gov.ph](mailto:carmel.meris@deped.gov.ph) or Supervising Administrative Officer Cristina Paquit at [cristy.paquit@deped.gov.ph](mailto:cristy.paquit@deped.gov.ph).

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

**ESTELA L. CARIÑO EdD, CESO III**  
Director IV/ Regional Director



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**Department of Education**  
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Wangal, La Trinidad, Benguet

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Enclosure to RM 557.2021

**Enclosure 1: Fund Allotment per Division**

<b>Division</b>	<b>Additional School Implementers of Project HyTEQ</b>	<b>Alloted Amount for internet equipment server</b>	<b>School Implementers of Virtual SPACES</b>	<b>Grade Level and No. of Learners</b>	<b>Alloted Amount for Internet Expenses</b>
Abra	-	0	Bangued West CS	G3-29	77,430
Baguio City	-	0	Baguio CS	G2-41	109,470
Benguet	-	0	Bneguet SPED Center	G3-28	74,760
Ifugao	-	0	Kiangan CS	G2-22	58,740
Kalinga	Alaguia NHS Cawagayan NHS	100,000 100,000	-	-	-
Mountain Province	-	0	Sagada CS	G3-23	61,410
Tabuk City	-	0	Tabuk City CS	K-18	48,190
<b>TOTAL</b>	<b>2 Schools</b>	<b>200,000</b>	<b>6 Schools</b>	<b>161</b>	<b>430,000</b>