



Republic of the Philippines
Department of Education
REGION I



AUG 10 2023

REGIONAL MEMORANDUM

No. 781 s. 2023

To: All Schools Division Superintendents
Chiefs, Curriculum Implementation Division
Chiefs, School Governance Operations Division
Budget Officers
All Others Concerned

GUIDELINES ON THE UTILIZATION OF 2023 PROGRAM SUPPORT FUNDS FOR THE IMPLEMENTATION OF THE NATIONAL LEARNING CAMP AND OTHER 2022-2023 END-OF-SCHOOL-YEAR (EOSY) BREAK ACTIVITIES SUPPORTING THE NATIONAL LEARNING RECOVERY PROGRAM (NLRP)

1. The National Learning Camp (NLC) and other end-of-school-year (EOSY) break activities are part of DepEd's strategic efforts supporting the National Learning Recovery Program (NLRP) in line with the MATATAG Agenda's *Bansang Makabata, Batang Makabansa* that entail a three-to-five-week EOSY break voluntary program, in phased implementation which shall be conducted from July 24 to August 25, 2023. These programs and activities are designed to improve both student learning in the form of enhancement, consolidation or intervention programs in all learning areas for Kindergarten to Grade 12 learners and enhance teacher capability to teach better.
2. The phased implementation of the NLC shall commence in the 2022-2023 EOSY break starting with Grades 7 and 8 in English, Science, and Mathematics for Enhancement, Consolidation and Intervention Camps and shall be expanded to other grade levels and learning areas in the succeeding school years, subject to the issuance of separate guidelines. However, schools are not precluded from conducting other EOSY break activities, such as but not limited to EOSY Reading and Mathematics Program for Grades 1-3 and enrichment activities in other grade levels and learning areas alongside the phased implementation of the NLC to support learning recovery.
3. In support of the nationwide implementation of the National Learning Camp (NLC), Program Support Funds (PSF) for Fiscal Year (FY) 2023 have been downloaded to the Schools Division Offices through the issuance of Sub-Allotment Release Order (Sub-ARO).
4. The downloaded funds shall be used to cover the payment of the identified eligible expenditure items, following the technical specifications/instructions



Address: Flores Street, Catbangan, San Fernando City, La Union
Telephone Nos.: (072) 607-8137/682-2324
Email Address: region1@deped.gov.ph
Website: www.depedro1.com

stipulated in the attached Joint Memorandum supplemented by the details in the annexes, in accordance with the usual government accounting and auditing rules and regulations.


5. The Regional Office shall designate one (1) regional supervisor in collaboration with the Finance Division to oversee and monitor the utilization of the aforesaid funds and shall prepare a Consolidated Allocation Report to be submitted to the Bureau of Learning Delivery-Teaching and Learning Division (BLD-TLD) on October 30, 2023. In view of this, the Schools Division shall also designate one (1) NLC Focal Person who will monitor the utilization of the downloaded funds and prepare the Consolidated Allocation Report to be forwarded to the Regional Office (Attn: CLMD NLC Focal Person) on or before October 24, 2023).

6. For clarifications or inquiries, please contact the Office of the Director of the BLD through email @ bld.od@deped.gov.ph or telephone number (02) 8637-4347 or the Curriculum and Learning Management Division at clmd.region1@deped.gov.ph or at telephone number (072) 607-8137 loc. 120.

7. Attached is the Joint Memorandum from the Office of the Undersecretary for Curriculum and Teaching for reference.

8. For information and strict compliance.



TOLENTINO G. AQUINO
Director IV ^{1/6} 

Encl.: As stated

Reference: Joint Memorandum from the Office of the Undersecretary for Curriculum and Teaching

To be indicated in the Perpetual Index
Under the following subjects:

GUIDELINES ON THE UTILIZATION OF FUNDS
NATIONAL LEARNING CAMP
NATIONAL LEARNING RECOVERY PROGRAM
PROGRAM SUPPORT FUNDS

CLMD-LRMS/gaa/orine/RM_Guidelines.UtilizationOf2023ProgramSupportFunds
July 24, 2023





Republic of the Philippines


Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

JOINT MEMORANDUM

TO : REGIONAL DIRECTORS

FROM : 
GINA O. GONONG
Undersecretary for Curriculum and Teaching


ANNALYN M. SEVILLA
Undersecretary for Finance

SUBJECT : **GUIDELINES ON THE UTILIZATION OF 2023 PROGRAM SUPPORT FUNDS TO THE REGIONAL OFFICES FOR THE IMPLEMENTATION OF NATIONAL LEARNING CAMP AND OTHER 2022-2023 END-OF-SCHOOL YEAR (EOSY) BREAK ACTIVITIES SUPPORTING THE NATIONAL LEARNING RECOVERY PROGRAM (NLRP)**

DATE : **JULY 5, 2023**

National Learning Camp (NLC) and other end-of-the-school-year-end (EOSY) break activities are part of DepEd's strategic efforts supporting the National Learning Recovery Program (NLRP) in line with MATATAG Agenda *Bansag Makabata, Batang Makabansa*, that entail a three-to-five-week EOSY break voluntary program, in phased implementation and that shall be conducted from July 24 to August 25, 2023. These program and activities are designed to improve both student learning in the form of enhancement, consolidation or intervention programs in all learning areas for Kindergarten to Grade 12 learners and enhance teacher capacity to teach better.

The phased implementation of the NLC shall commence in the 2022-2023 EOSY break starting with Grades 7 and 8 in English, Science, and Mathematics for Enhancement, Consolidation, and Intervention Camps and shall be expanded to other grade levels and learning areas in the succeeding school years, subject to the issuance of separate guidelines. However, schools are not precluded from conducting other EOSY break activities, such as but not limited to EOSY Reading and Mathematics Program for Grades 1 to 3 and enrichment activities in other grade levels and learning areas alongside the phased implementation of the NLC to support learning recovery.

In support of the nationwide implementation of the **National Learning Camp (NLC)**, the Program Support Funds (PSF) for Fiscal Year (FY) 2023 in the total amount of **one billion six hundred sixty-eight million five hundred ninety-six thousand three hundred sixty-seven pesos (Php1,668,596,367.00)** shall be downloaded to regions **I,II, III, IVA-CALABARZON, IVB-MIMAROPA, V, VI, VII, VIII, IX, X, XI, XII, CARAGA, CAR,** and

NCR, through the issuance of a Sub-Allotment Release Order (Sub-ARO). Annex 1 of this Memorandum provides the distribution of funds per region.

The downloaded funds shall be used to cover the payment of the identified eligible expenditure items, following the technical specifications/instructions stipulated in the table below and supplemented by the details in the annexes, in accordance with the usual government accounting and auditing rules and regulations.

Expenditure Item	Beneficiary	Description/Instruction	Projected Budget Allocation
<p>A. Board, lodging, travel expenses, supplies and materials of participants for the conduct of the Capacity Building for Grades 7 & 8 Teachers on the Implementation of the NLC</p>	<p>Participants to the activity are the teachers identified by the SDOs to participate in the Implementation of the NLC for Grades 7 & 8 to teach English, Science, and Mathematics; and</p> <p>four (4) nationally trained chief trainers who shall facilitate the activity and were trained at the national level.</p>	<p>Three-day division-wide capacity building activity</p> <p>Board and lodging: Php 2,000/pax</p> <p>Supplies and Materials: Php 300/pax</p> <p>TEV: to be computed based on the allowable travel expenses</p> <p>RO shall download the funds to SDOs based on their allocation.</p>	<p>Php 411,628,020.00</p> <p>The specifics of the projected budget allocation and breakdown of this expenditure item per region are plotted in details in Annexes 2A and 2B.</p>
<p>B. Travel Expenses of the participants for the National Chief Trainers' Training on the Implementation of the NLC for Grade 7 & 8.</p>	<p>Participants recommended by the ROs to attend the National Chief Trainers' Training on the Conduct of the NLC for Grades 7 & 8, in the identified four (4) clusters.</p>	<p>Travel expenses of participants is to be computed based on the allowable travel expenses. In extreme cases where the amount provided in the PSF isn't enough, the difference of the amount may be charged to local funds, subject to availability of funds and approval of the Head of Office.</p> <p>ROs shall download the funds intended to SDOs based on their allocation.</p>	<p>Php 3,779,220.00</p> <p>The specifics of the projected budget allocation for this item per region are detailed in Annex 2C</p>
<p>C. Reproduction of Teaching and Learning Resources of Grades 7 & 8 ESM learners,</p>	<p>Grades 7 & 8 ESM learners</p>	<p>The budget for the printing of teaching and learning resources is allocated for the following:</p> <p>Grades 7 & 8</p>	<p>Php 448,407,582.24</p> <p>The specifics of the projected budget allocation for this</p>

<p>Grades 1 to 3,, and other Grade level learners and teachers who will attend/participate in NLC and other EOSY break activities.</p>	<p>who attend/ join the NLC</p> <p>Grades 7&8 Teachers who volunteer to teach Grade 7 & 8 ESM learners</p>	<p>The allocation covers the payment for the reproduction of required teaching and learning resources for Grades 7 & 8 in English, Science, and Mathematics intended for the NLC.</p> <p>These resources were newly developed and quality assured, of which soft copies will be sent to the Regional LR Supervisors and to be distributed to Division LR Supervisors who shall be held accountable that the resources shall reach all those in charge of reproduction.</p> <p>Funds may be downloaded from ROs to SDOs or to schools, in accordance with execution plans and the mode of procurement applicable, reproduction and delivery plans that are responsive to their contexts.</p> <p>Field offices may explore options, but not limited to the following: 1. small value procurement in the SDOs/schools, 2. Agency to Agency procurement at various governance levels, or 3. In-house reproduction by SDOs /schools to be done by Non-Teaching Personnel/Job Order Personnel/volunteers, while the NLC is still in its phased implementation.</p> <p>Whenever favorable circumstances warrant as determined by the field offices, those who may opt to conduct in-house reproduction of materials, may utilize the downloaded funds for the provision of printing gadgets and materials that do not exceed the MOOE threshold, subject to the usual government accounting and auditing rules and regulations.</p> <p>For those that may opt to conduct in-house reproduction, the teaching and learning materials may be printed on a weekly basis, to be done by Non-Teaching Personnel/Job Order/volunteers. Schools with no Non-Teaching Personnel and no volunteers may hire a Job Order personnel on the duration of the program, subject to the approval of the Regional Director or Schools Division Superintendent and provided that the allotment can cover the payment of the services rendered, subject to the usual</p>	<p>item per region are detailed in Annexes 3A, 3B, 3C, 3D, 3E, 3F, 3G, and 3H.</p>
--	---	---	---

	<p>government accounting and auditing rules and regulations. The Non-Teaching personnel/Job Order/volunteer shall do the reproduction of the needed teaching and learning resources and ensure their readiness for all teachers and learners to use on the duration of the NLC.</p> <p>Annex 3H provides the minimum technical specifications for the reproduction of ESM teaching and learning resources for Grade 7 & 8.</p>	
<p>Grades 1-3</p> <p>Learners in Grades 1 to 3 who participate in the EOSY break Math Program</p>	<p>Reproduction of assessment tools and intervention materials for EOSY Break Math Program for Grades 1, 2 & 3, with soft copies to be sent to the Regional LR Supervisors and to be distributed to Division LR Supervisors who shall be held accountable that the resources shall reach all those in-charge of reproduction.</p> <p>Funds may be downloaded from ROs to SDOs or to schools, in accordance with execution plans and the mode of procurement applicable, reproduction and delivery plans that are responsive to their contexts, such as but not limited to 1. small value procurement in the SDOs/schools, 2. Agency to Agency at various governance levels, or 3. In-house reproduction by SDOs/schools to be done by non-teaching personnel/Job Order/volunteers.</p> <p>For those that may opt to conduct in-house reproduction, the teaching and learning materials may be printed on a weekly basis, to be done by non-teaching personnel/job order/volunteers. Schools with no non-teaching personnel and no volunteers may hire a job order personnel on the duration of the program, subject to the approval of the Regional Director or Schools Division Superintendent and provided that the allotment can cover the payment of the services rendered, subject to the usual government accounting and auditing rules and regulations. The non-teaching personnel/job order/volunteer shall do the reproduction of the needed teaching and learning resources and ensure their</p>	<p>Php 300,000,000.00</p> <p>The specifics of the projected budget allocation for this item per region are detailed in Annex 3I.</p>

		<p>readiness for all teachers and learners to use for the duration of the program.</p> <p>Annex 3I-1 provides the technical specifications for the printing of the Grades 1 to 3 assessment tools and intervention materials.</p> <p>ROs that prefer to continue their existing EOSY Break Mathematics program for Grades 1-3 may use this allocation for their teaching-learning resources, however, the pre-assessment and post-assessment using the Rapid Math Assessment tools herein is non-negotiable, in which pre-assessment and post-assessment results are to be submitted to SDOs, to ROs, and to the Curriculum and Teaching Strand, through the Bureau of Learning Delivery.</p>	
	<p>All Grade Levels</p> <p>Learners and teachers from all grade levels across all learning areas who are part of the other 2022-2023 EOSY activities, including NLC for Grades 7 & 8.</p>	<p>All Grade Levels</p> <p>This allocation is intended for Teaching and learning materials needed in the conduct of other 2022-2023 EOSY break activities supporting the NLRP across grade levels and learning areas such as Remedial classes, and Enrichment activities.</p> <p>ROs shall download the funds to SDOs.</p> <p>This allocation is intended to cover the payment or expenses for the teaching and learning resources needed in the other EOSY break activities such as Remedial Classes and Enrichment in all grade levels where teachers themselves need to prepare them. With this, SDOs may further download the funds directly to the schools for schools to conduct the procurement at their level, subject to the usual government accounting and auditing rules and regulations (Annex 4).</p> <p>Moreover, field offices may utilize this allocation to augment the funds for Grade 7 & 8 teaching and learning resources if needed, in accordance with the usual government accounting and auditing rules and regulations.</p>	<p>Php 455,335,020.76</p> <p>The specifics of the projected budget allocation for this item per region are detailed in Annex 4.</p>
<p>Any excess teaching and learning resources procured intended for the NLC and other EOSY break activities, shall still be used during the regular school days and succeeding EOSY break activities to sustain the effectiveness of learning recovery strategies.</p>			

Delivery of Grade 7 & 8 NLC Learning Resources to schools	All schools with organized Grade 7 & 8 ESM classes for the NLC	ROs shall download the funds to the Implementing Unit/s that will perform the delivery of Grade 7 & 8 ESM teaching and learning resources to the schools that will implement the NLC, if applicable, in accordance with the usual government accounting and auditing rules and regulations.	Php 4,366,524.00 The specifics of the projected budget allocation for this item per region are detailed in Annex 5 .
Printing of advocacy materials for the NLC	All public elementary and secondary schools.	All schools shall be given Php 1,000.00 for the printing of advocacy materials and help advocate the NLC and Other EOSY Break activities. RO shall download the amount to the SDOs. SDOs may procure and distribute the materials to schools, or may download them directly to schools. Tarpaulin design of the advocacy material may be downloaded thru this link https://tinyurl.com/NLCAdvocacyMaterials .	Php 45,080,000.00 The specifics of the projected budget allocation for this item per region are detailed in Annex 6 .
TOTAL			Php 1,668,596,367.00

In cases where the actual number of Grades 7 and 8 ESM learners exceed the projected number indicated in these guidelines, a contingency amount equivalent to ten percent (10%) of the total number is provided to the ROs for them to be able to respond to the SDOs needing them.

ROs may adjust the budget allocation, responsive to the actual context and needs of the SDOs in accordance with the usual government accounting and auditing rules and regulations.

For the guidance of the Implementing Units, below are the indicative timelines to be observed in relation to the utilization of these funds:

Expenditure Items	Indicative Timelines of Utilization
Board, lodging, travel expenses, supplies and materials of participants for the conduct of the Capacity Building for Grades 7 & 8 Teachers on the Implementation of the NLC	July 17-21, 2023, on the simultaneous conduct of the Capacity Building for Grades 7 & 8 Teachers on the Implementation of the NLC to all ROs/SDOs; or dates before July 24 but shall inform Curriculum and Teaching through Bureau of Learning Delivery
Travel Expenses of the participants for the National Chief Trainers' Training on the Implementation of the NLC for Grade 7 & 8.	Travel expenses of the identified participants for the following: Luzon Cluster 1 Regions 1, 2, 3, CAR – July 2-5, 2023

	<p>Luzon Cluster 2 Regions 4A, 4B, V, NCR- June 27-30, 2023</p> <p>Visayas Cluster Regions 6,7,8 - July 11-14, 2023</p> <p>Mindanao Cluster Regions 9, 10, 11, 12, CARAGA - July 5-8, 2023</p>
Printing of Teaching and Learning Resources of Grades 7 & 8 ESM learners, Grades 1 to 3, and other Grade level learners and teachers who will attend/participate in NLC and other	Ready before the Implementation of the NLC and other EOSY Break Activities on July 24, 2023 to August 25, 2023
Delivery of Gr 7&8 NLC Learning Resources to schools	Ready before the Implementation of the NLC and other EOSY Break Activities on July 24, 2023 to August 25, 2023
Printing of advocacy materials for the NLC	Ready before the Implementation of the NLC and other EOSY Break Activities on July 24, 2023 to August 25, 2023

Any excess amount of the downloaded funds may be used for other activities related to the conduct of the National Learning Camp and other EOSY break activities, and regular school days activities supporting the NLRP.

The use of the said funds shall be subject to the existing government budgeting, accounting, auditing, and procurement rules and regulations.

The grant of cash advance shall be subject to the rules and regulations on the granting, utilization, and liquidation of cash advances as provided for under Commission on Audit (COA) Circular No. 97-002 dated February 10, 1997, as amended by COA Circular No. 2006-005 dated July 13, 2006.

All ROs shall designate one (1) regional supervisor to oversee and monitor the utilization of the aforesaid funds. The designated regional supervisor shall prepare a consolidated Allocation Report, which must be submitted to the Bureau of Learning Delivery—Teaching and Learning Division (BLD-TLD) not later than October 31, 2023, through the Google Drive link: <https://bit.ly/3T5ELx4>.

Submission of the Allocation Report shall be closely monitored by BLD-TLD to ensure compliance in all regions. The Allocation Report template is provided in Annex 6 of this Memorandum.

For clarifications or inquiries, please contact Office of the Director of the BLD through email @ bld.od@deped.gov.ph or telephone number (02) 8637-4347.

For widest dissemination and strict compliance.

Annex Description	Title
Annex 1	Breakdown of the Program Support Fund of the Regions for <i>the NLC & Other EOSY Break Activities</i> per Eligible Expenditure Item
Annex 2A	Projected Budget Allocation for the Capacity Building on the Implementation of the National Learning Camp for Grade 7&8 ESM
Annex 2B	Projected Budget Allocation for Supplies and Materials/Pax for the Capacity Building Activity of Grade 7&8 ESM Teachers on the Implementation of the NLC
Annex 2C	Travel Expenses of Participants on the National Chief Trainer's Training (RO ESM, SDO ESM EPS)
Annex 3A	Projected Budget Allocation for the Reproduction of Learning Materials for Grade 7 ESM Learners
Annex 3B	Annex 3B: Contingency Budget Allocation for the Reproduction of Learning Materials for Grade 7 ESM Learners
Annex 3C	Projected Budget Allocation for the Reproduction of Learning Materials for Grade 8 ESM Learners
Annex 3D	Contingency Budget Allocation for the Reproduction of Learning Materials for Grade 8 ESM Learners
Annex 3E	Contingency Budget Allocation for the Reproduction of Learning Materials for Grade 8 ESM Learners
Annex 3F	Projected Budget Allocation for the Reproduction of Teaching Materials for Grade 8 ESM Teachers
Annex 3G	Summary Pages for Grade 7 & 8 ESM Teaching & Learning Resources for NLC
Annex 3H	Technical Specifications for the Grade 7&8 ESM Teaching and Learning Resources for NLC
Annex 3 I	Breakdown of Budget for the Reproduction of Assessment Tools and Intervention Materials for Grades 1-3 EOSY Break Mathematics Program
Annex 3I-1	Technical Specifications for the Grade 1-3 Assessment Tools and Intervention Materials for EOSY Break Mathematics Program
Annex 4	Breakdown of Budget Allocation for the Reproduction of Teaching and Learning Materials for All Grade Levels
Annex 5	Projected Budget Allocation for the Delivery of Grade 7 and 8 ESM Teaching and Learning Materials for NLC
Annex 6	Projected Budget Allocation for the Printing of Advocacy Materials for NLC and Other EOSY Break Activities
Annex 7	Accomplishment Report Template