Republic of the Philippines
Department of Education
REGION I

DEPARTMENT OF EDUCATION
RECORDS SECTION, REGIONAL OFFICE NO. 1
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JAN 20 2026

REGIONAL MEMORANDUM
No. 88, s. 2026

SUBMISSION OF BILLING STATEMENTS AND PERTINENT DOCUMENTS FOR THE JOINT DELIVERY VOUCHER PROGRAM (JDVP) FOR SCHOOL YEAR 2025-2026

To: Schools Division Superintendents

1. The Department of Education Regional Office I through the Curriculum and Learning Management Division requests the Schools Division Offices to submit the Billing Statements and Pertinent Documents for the Joint Delivery Voucher Program (JDVP) for School Year 2025-2026.

2. Likewise, all SDO JDVP Focal Persons are requested to submit the hard copies of the forms specified below and upload the scanned copies enumerated below through the link https://tinyurl.com/JDVPRO1ScannedDocuments2526 on or before February 10, 2026. All documents should be certified by the CID Chief and indorsed to the Regional Office.

a. 3 hard copies containing:
   a.1 Form 1 (Formerly Annex 8)
   a.2 Form 9
   a.3 Form 10
   a.4 Bank Certificate

b. Scanned copies of the following:
   b.1 All Forms and Annexes 1-10
   b.2 For non-LBP
      b.2.1 SEC Certificate of Incorporation of TVI
      b.2.2 SEC Articles of Incorporation of TVI
      b.2.3 BIR Certificate of Registration (Form 2303) of TVI
      b.2.4 Updated General Information Sheet (GIS) of TVI

3. For information, guidance and strict compliance.

TOLENTINO G. AQUINO
Director IV

Encl.: Memorandum
Reference: DM-LS-2025-219
To be indicated in the Perpetual Index
Under the following subject:

SUBMISSION OF JDVP DOCUMENTS

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CLMD/rblj/RM_SubmissionofBillingStatementsandPertinentDocumentsforJDVp2025-2026
January 20, 2026