



Republic of the Philippines
Department of Education
 REGION I



JUN 11 2026

REGIONAL MEMORANDUM
 No. 729, s. 2026

**REQUEST FOR SUBMISSION OF CERTIFICATE OF UNOBLIGATED
 BALANCES DUE TO NON-ENGAGEMENT OF CONTRACT OF SERVICE (COS)
 PERSONNEL UNDER THE PROGRAM SUPPORT FUND (PSF)**

To : **All Schools Division Superintendents**

1. This refers to Memorandum No. OASICT-MEM-051326-T3-2 dated June 8, 2026, titled Request for Submission of Certificate of Unobligated Balances Due to Non-Engagement of Contract of Service (COS) Personnel under the Program Support Fund (PSF). In this regard, all concerned Schools Division Offices are requested to submit a Certificate of Unobligated Balance, duly certified by the Budget Officers or Accountant of their respective Finance Division/Unit.
2. The deadline of submission of the said certificate shall be on or before June 15, 2026.
3. Additional details are provided in the attached Memorandum for your reference.
4. For inquiries and clarifications, you may coordinate with the Information and Communications Technology Service (ICTS) through icts.tid@deped.gov.ph.
5. For information, guidance and strict compliance.

ELP

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

Reference: None
 Encl.: Memorandum
 To be indicated in the Perpetual Index
 under the following subjects:

ICT PPAs COS PSF

ORD/ICTU/SCL/RM_PSF COS
 June 11, 2026, 2026



Flores St., Catbangen, City of San Fernando, La Union
 Telephone Nos.: (072) 607-8137/682-2324
 DepEd Region I region1@deped.gov.ph
www.depedro1.com

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Effectivity	11.18.2024	Page	1 of 1




Certificate No. PPF C
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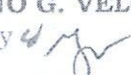
Republika ng Pilipinas
Department of Education

OFFICE OF THE ASSISTANT SECRETARY FOR INFORMATION AND COMMUNICATIONS TECHNOLOGY

DEPARTMENT OF EDUCATION
RECEIVED
 RECORDS SECTION REGIONAL OFFICE NO.1
JUN 10 2026
 BY:  TIME: 9:01

MEMORANDUM
 OASICT-MEM-051326-T3-2

TO : REGIONAL DIRECTORS
 SCHOOLS DIVISION SUPERINTENDENTS
 REGIONAL AND DIVISION INFORMATION TECHNOLOGY OFFICERS
 ALL OTHERS CONCERNED

FROM : ATTY. MARCELINO G. VELOSO III
 Assistant Secretary 

SUBJECT : REQUEST FOR SUBMISSION OF CERTIFICATE OF UNOBLIGATED BALANCES DUE TO NON-ENGAGEMENT OF CONTRACT OF SERVICE (COS) PERSONNEL UNDER THE PROGRAM SUPPORT FUND (PSF)

DATE : 08 June 2026

1. Pursuant to the Joint Memorandum dated 1 October 2025, entitled “Guidelines on the Engagement of Contract of Service for Information and Communications Technology Needs” (1 October 2025 Memorandum), Schools Division Offices (SDOs) were provided funds and authorized to engage Information and Communications Technology (ICT) Contract of Service (CoS) personnel for the purposes specified therein.
2. The compensation and applicable premium for the ICT CoS personnel were to be charged against the DepEd Computerization Program (DCP) – Program Support Fund (PSF), Fiscal Year (FY) 2025, which was downloaded from the Central Office to the concerned SDOs.
3. However, **CSC-COA-DBM Joint Circular No. 01, s. 2025** prohibits government agencies from increasing the number of CoS and Job Order workers beyond the existing number as of 31 December 2025. Accordingly, this Office requested an exemption to allow the engagement of 181 ICT CoS personnel for FY 2026. As of this date, approval of the request remains pending.
4. In view thereof, and without prejudice to any subsequent favorable action on the pending request for exemption, the concerned SDOs are requested to submit a Certificate of Unobligated Balances, duly certified by the Budget Officer or Accountant of their respective Finance Units.
5. The certificate shall serve as the preliminary basis for this Office to evaluate the reabsorption of the downloaded funds and their subsequent utilization or repurposing, as may be authorized under existing laws, rules, and regulations.

18th Floor, Techzone Bldg., 7071 Malugay, Makati City
 Telephone Nos.: (+632) 86337256
 Email Address: oasict@deped.gov.ph | Website: www.deped.gov.ph



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6. Unless supervening events warrant otherwise, including a favorable action or exemption from the Department of Budget and Management or other competent authority, the concerned SDOs are requested to submit the certificate to this Office not later than 15 June 2026.
7. For inquiries or clarification, please coordinate with the Information and Communications Technology Service – Technology Infrastructure Division through icts.tid@deped.gov.ph.
8. For immediate dissemination and strict compliance.



18th Floor, Techzone Bldg., 7071 Malugay, Makati City
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www.deped.gov.ph



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