



Republic of the Philippines  
Department of Education  
REGION VIII  
SCHOOLS DIVISION OF NORTHERN SAMAR

June 01, 2026

**DIVISION MEMORANDUM**

No. 212, s. 2026

**PROVISION OF RESPONSE FUND FOR SCHOOLS AFFECTED BY VARIOUS DISASTERS**

To: Education Program Supervisors  
Public School District Supervisors  
Public Elementary & Secondary School Heads  
All Others Concerned

1. Relative to the sub-Allotment Release Order OSEC-8-26-02510 dated May 11, 2026, amounting to TWO MILION ONE HUNDRED TWO THOUSAND PESOS ONLY (Php2,102,000.00) for the response intervention – clean-up and clearing operations, minor repair for the schools affected various disasters, this Office shall download funds to the affected schools.
2. The allocation of Response Funds is based on the validated damage assessment reports submitted by schools through the **Incident Management and Reporting System (IMRS)** and duly reviewed by the Disaster Risk Reduction and Management Service (DRRMS).
3. For information and guidance see attached enclosures:
  - a. Enclosure 1 (Annex A): Distribution List for Clean-up and Clearing Operations and Minor Repair Funds Affected by Various Disasters.
  - b. Enclosure 2 (Annex B): Utilization Guidelines
4. The response fund shall be utilized strictly for the approved purposes and activities specified in the attached **Utilization Guidelines (Annex B)**. School Heads shall ensure that all expenditures are necessary, reasonable, and directly related to disaster response, early recovery, and the restoration of safe learning environments.
5. Misuse and mismanagement of these funds for purposes other than those authorized in the guidelines provided is strictly prohibited.
6. For information and guidance.

**GAUDENCIO C. ALJIBE JR. PhD., CESO V**  
Schools Division Superintendent

DepEd Northern Samar

**RELEASED**

By: \_\_\_\_\_

04 JUN 2026



Republika ng Pilipinas  
**Department of Education**

DISASTER RISK REDUCTION AND MANAGEMENT SERVICE

**MEMORANDUM**

**DRRMS-04-21-2026-0002**

**FOR** : **MALCOLM S. GARMA**  
*Undersecretary for Governance and Operations*

**FROM** : **FELINO O. CASTRO V.**  
*Director IV, Disaster Risk Reduction & Management Service*

**SUBJECT** : **Completed Staff Work on the Provision of Response Funds for Schools Affected by Various Disasters**

**DATE** : April 21, 2026

**I. EXECUTIVE SUMMARY**

This Completed Staff Work seeks approval for the downloading of P17,031,000.00 from the FY 2026 Disaster Preparedness and Response Program (DPRP) Current Funds to 54 Schools Division Offices (SDOs) in Regions I, III, IV-A, IV-B, V, VI, VII, VIII, IX, X, XI, XII, CAR, CARAGA, and NIR affected by various disasters in the First Quarter of 2026. These include hazards such as fire, flooding, landslides caused by heavy rains, storm surges, and collapsed structures resulting from strong winds associated with the Easterlies.

The proposed total allocation is based on damage assessment reports submitted through the Incident Management and Response System (IMRS), duly signed by the School Heads from the 128 schools, which detail the 481 damaged classrooms and 30 damaged WASH facilities, following the abovementioned weather disturbances and incidents. These reports identified urgent needs for clean-up and clearing operations (CUCO), and minor repairs (MR) of classrooms and essential facilities to facilitate the immediate restoration of safe learning environments and ensure the continuity of learning in affected areas.

The downloading of funds is necessary to allow divisions and schools to immediately implement response interventions at the local level, consistent with the approved FY2026 DPRP Guidelines. Delays in fund release may result in unsafe learning environments and increased repair costs. The total amount requested consists of P3,605,000.00 for CUCO and P13,426,000.00 for MR Funds as reflected in the Resource Allocation Table and detailed in the attached annex.



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## II. RESOURCE ALLOCATION

The table below presents the budget allocation for the provision of response interventions:

Region	Division	CUCO Amount Allocated	Minor Repair Amount Allocated	TOTAL
CAR	Abra	20,000.00	98,000.00	118,000.00
	Apayao	30,000.00	-	30,000.00
	Mt. Province	30,000.00	-	30,000.00
CARAGA	Bislig City	110,000.00	490,000.00	600,000.00
	Cabadbaran City	140,000.00	392,000.00	532,000.00
	Siargao	80,000.00	539,000.00	619,000.00
	Surigao City	159,000.00	784,000.00	943,000.00
	Surigao del Sur	159,000.00	1,519,000.00	1,678,000.00
	Tandag City	90,000.00	784,000.00	874,000.00
	Negros Occidental	60,000.00	49,000.00	109,000.00
NIR	Negros Oriental	90,000.00	490,000.00	580,000.00
	Batac City	30,000.00	49,000.00	79,000.00
Region I	Pangasinan II, Binalonan	60,000.00	98,000.00	158,000.00
	Cabanatuan City	30,000.00	49,000.00	79,000.00
Region III	City of Baliwag	40,000.00	49,000.00	89,000.00
	Malolos City	30,000.00	49,000.00	79,000.00
	Nueva Ecija	20,000.00	49,000.00	69,000.00
	Olongapo City	49,000.00	-	49,000.00
	Pampanga	30,000.00	49,000.00	79,000.00
	Tarlac	30,000.00	147,000.00	177,000.00
	Zambales	60,000.00	49,000.00	109,000.00
	Quezon	100,000.00	294,000.00	394,000.00
REGION IVA	San Pedro City	49,000.00	294,000.00	343,000.00
	Sto. Tomas City	30,000.00	98,000.00	128,000.00
	Palawan	60,000.00	49,000.00	109,000.00
REGION IVB	Romblon	60,000.00	392,000.00	452,000.00
	Catanduanes	20,000.00	49,000.00	69,000.00
Region V	Sorsogon	269,000.00	1,470,000.00	1,739,000.00
	Aklan	30,000.00	294,000.00	324,000.00
Region VI	Guimaras	20,000.00	49,000.00	69,000.00
	Roxas City	49,000.00	-	49,000.00
	Cebu	30,000.00	-	30,000.00
Region VIII	Biliran	119,000.00	539,000.00	658,000.00
	Calbayog City	20,000.00	49,000.00	69,000.00
	Eastern Samar	179,000.00	784,000.00	963,000.00
	Leyte	49,000.00	-	49,000.00
	Northern Samar	387,000.00	1,715,000.00	2,102,000.00
	Ormoc City	30,000.00	-	30,000.00
	Samar (Western Samar)	80,000.00	294,000.00	374,000.00
Region IX	Zamboanga del Sur	40,000.00	-	40,000.00
	Zamboanga Sibugay	60,000.00	98,000.00	158,000.00
Region X	Bukidnon	20,000.00	-	20,000.00
	Gingoog City	40,000.00	98,000.00	138,000.00
	Iligan City	89,000.00	294,000.00	383,000.00

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DepEd Division Office - Marikina City

	Lanao del Norte	20,000.00	98,000.00	118,000.00
	Misamis Occidental	80,000.00	294,000.00	374,000.00
	Misamis Oriental	20,000.00	-	20,000.00
	Valencia City	60,000.00	147,000.00	207,000.00
Region XI	Davao City	49,000.00	49,000.00	98,000.00
	Davao De Oro	79,000.00	98,000.00	177,000.00
Region XII	North Cotabato	40,000.00	49,000.00	89,000.00
	Sarangani	20,000.00	49,000.00	69,000.00
	South Cotabato	30,000.00	-	30,000.00
	Sultan Kudarat	30,000.00	49,000.00	79,000.00
<b>Grand Total</b>		<b>3,605,000.00</b>	<b>13,426,000.00</b>	<b>17,031,000.00</b>

These allocations are based on the approved IMRS duly endorsed by the concerned School Head. Divisions with no minor repair allocations reported no minor damaged classrooms thus no minor repair fund allocated.

Minor Repair Fund is allocated to support the immediate restoration of safety, functionality, and usability of school facilities affected by disasters, emergencies, or hazard events through small-scale repair works that do not require detailed engineering design or major construction. While CUCO Fund is intended to support rapid clean-up, clearing, sanitation, and basic restoration of school premises after a disaster or emergency, to help resume classes as soon as conditions allow.

The complete and detailed guidelines for the CUCO and MR Funds are available in the FY 2026 DPRP Guidelines.

### III. RECOMMENDED ACTIONS

Approval of the downloading of P17,031,000.00 response funds from the FY2026 DPRP Current Funds to the concerned SDOs to address reported damages and operational disruptions in the affected schools affected by the various disasters on the first quarter of 2026, as detailed in the attached annex.

### IV. ANNEX

- A. Summary of Region and Divisions with Incurred Damages due to Various Disasters
- B. List of Recipient Schools with Disaster Response Interventions for the Various Disasters

[DRRMS/ CAB]

No	Region	Province	Division	Municipality	DepEd School ID Number	Name of School or DepEd Facility	Hazard	School Size	Number of Minor Damaged Classrooms	Number of Major Damaged Classrooms	Number of Totally Damaged Classrooms	Number of Damaged WASH Facilities	Sub-Total Basic CUCO	Sub-Total Minor Repair Fund	TOTAL
54	Region V	SORSOGON	Sorsogon	MATNOG	114327	Sinang-Alan Elementary School	Heavy Rainfall	Small	3	-	-	-	20 000 00	147 000 00	167 000 00
55	Region V	SORSOGON	Sorsogon	MATNOG	114331	Sta. Isabel ES	Heavy Rainfall	Small	3	-	-	1	20 000 00	147 000 00	167 000 00
56	Region V	SORSOGON	Sorsogon	MATNOG	114332	Sua ES	Heavy Rainfall	Mega	4	-	-	-	49 000 00	199 000 00	248 000 00
57	Region V	SORSOGON	Sorsogon	MATNOG	114334	Tugas Elementary School	Heavy Rainfall	Small	2	-	2	-	20 000 00	98 000 00	118 000 00
58	Region V	SORSOGON	Sorsogon	MATNOG	175005	Calayan ES	Flooding	Small	3	-	-	-	20 000 00	147 000 00	167 000 00
59	Region V	SORSOGON	Sorsogon	SANTA MAGDALENA	302247	Talanga National High School	Heavy Rainfall	Large	4	-	3	-	49 000 00	199 000 00	248 000 00
70	Region VI	AKLAN	Aklan	MALNAC	114569	Bulabud ES	Flooding	Medium	6	-	-	-	30 000 00	294 000 00	324 000 00
71	Region VI	ICAPIZ	Roxas City	ROXAS CITY (Capital)	501073	Lawa-an Integrated School	Collapsed Structure	Mega	-	1	-	1	49 000 00	-	49 000 00
72	Region VI	GUIMARAS	Guimaras	NUEVA VALENCIA	115504	San Antonio Elementary School	Collapsed Structure	Small	1	-	-	-	20 000 00	49 000 00	69 000 00
73	Region VII	CEBU	Cebu	ALEGRIA	118998	Sta. Filomena ES	Collapsed Structure	Medium	-	1	-	-	30 000 00	-	30 000 00
74	Region VII	BILIRAN	Biliran	ALMERIA	303319	Almerna National High School	Heavy Rainfall	Mega	4	2	-	-	49 000 00	199 000 00	248 000 00
75	Region VIII	BILIRAN	Biliran	BURABOD	120775	Burabod ES	Heavy Rainfall	Medium	3	-	-	-	30 000 00	147 000 00	177 000 00
76	Region VIII	BILIRAN	Biliran	CABIRAN	120804	Kalpuran ES	Heavy Rainfall	Small	2	-	-	-	20 000 00	98 000 00	118 000 00
77	Region VIII	BILIRAN	Biliran	KAWAYAN	120828	Balakson ES	Heavy Rainfall	Small	2	-	2	-	20 000 00	98 000 00	118 000 00
78	Region VIII	EASTERN SAMAR	Eastern Samar	ARTECHE	122328	Bigo Elementary School	Heavy Rainfall	Small	3	1	-	-	20 000 00	147 000 00	167 000 00
79	Region VIII	EASTERN SAMAR	Eastern Samar	ARTECHE	122337	Tambo Elementary School	Heavy Rainfall	Mega	-	10	-	-	49 000 00	-	49 000 00
80	Region VIII	EASTERN SAMAR	Eastern Samar	ARTECHE	313522	Concepcion National High School	Heavy Rainfall	Small	2	-	-	-	20 000 00	98 000 00	118 000 00
81	Region VIII	EASTERN SAMAR	Eastern Samar	ARTECHE	501930	Catuman Integrated School	Heavy Rainfall	Small	3	3	-	1	20 000 00	147 000 00	167 000 00
82	Region VIII	EASTERN SAMAR	Eastern Samar	DOLCRES	122434	Hilabaan Elementary School	Heavy Rainfall	Medium	3	2	2	-	30 000 00	147 000 00	177 000 00
83	Region VIII	EASTERN SAMAR	Eastern Samar	DOLCRES	122439	San Roque Elementary School	Flooding	Small	2	-	1	2	20 000 00	98 000 00	118 000 00
84	Region VIII	EASTERN SAMAR	Eastern Samar	DOLCRES	122440	San Vicente Elementary School	Heavy Rainfall	Small	3	1	1	2	20 000 00	147 000 00	167 000 00
85	Region VIII	LEYTE	Leyte	PALOMPON	313315	San Guillermo National High School	Fire	Mega	-	-	4	2	49 000 00	-	49 000 00
86	Region VIII	LEYTE	Ormoc City	ORMOC CITY	124190	San Jose Elementary School	Fire	Medium	-	3	3	3	30 000 00	-	30 000 00
87	Region VIII	NORTH-EAST SAMAR	Northern Samar	CATARMAN (Capital)	122859	Hinatad ES	Heavy Rainfall	Mega	1	-	-	1	49 000 00	49 000 00	98 000 00
88	Region VIII	NORTHERN SAMAR	Northern Samar	CATUBIG	122901	Hitanan ES	Heavy Rainfall	Small	7	-	-	1	20 000 00	343 000 00	363 000 00
89	Region VIII	NORTHERN SAMAR	Northern Samar	LAOANG	303566	Vigo National High School	Landslide	Mega	3	-	-	-	49 000 00	147 000 00	196 000 00
90	Region VIII	NORTHERN SAMAR	Northern Samar	LAS NAVAS	123026	Lourdes ES	Heavy Rainfall	Small	2	-	-	-	20 000 00	98 000 00	118 000 00
91	Region VIII	NORTHERN SAMAR	Northern Samar	LAVEZARES	123071	San Agustin ES	Heavy Rainfall	Small	2	-	-	-	20 000 00	147 000 00	167 000 00
92	Region VIII	NORTHERN SAMAR	Northern Samar	PALAPAG	123152	Mazaras PS	Landslide	Small	1	2	-	-	20 000 00	49 000 00	69 000 00
93	Region VIII	NORTHERN SAMAR	Northern Samar	PALAPAG	123153	Mangao ES	Heavy Rainfall	Small	2	1	-	-	20 000 00	245 000 00	265 000 00
94	Region VIII	NORTHERN SAMAR	Northern Samar	PAMBUJAN	123184	San Ramon Elementary School	Heavy Rainfall	Small	5	-	-	-	20 000 00	98 000 00	118 000 00
95	Region VIII	NORTHERN SAMAR	Northern Samar	ROSARIO	123193	Kalingan ES	Heavy Rainfall	Small	3	-	-	-	20 000 00	147 000 00	167 000 00
96	Region VIII	NORTHERN SAMAR	Northern Samar	ROSARIO	123194	Ligaya ES	Heavy Rainfall	Small	3	1	-	-	20 000 00	147 000 00	167 000 00
97	Region VIII	NORTHERN SAMAR	Northern Samar	ROSARIO	123199	Sainag Elementary School	Heavy Rainfall	Medium	1	-	-	-	30 000 00	49 000 00	79 000 00
98	Region VIII	NORTHERN SAMAR	Northern Samar	SAN ISIDRO	123212	Pagan ES	Heavy Rainfall	Medium	3	-	-	-	30 000 00	147 000 00	177 000 00
99	Region VIII	NORTHERN SAMAR	Northern Samar	SAN ROQUE	303548	Don Juan F. Avalon National High School	Heavy Rainfall	Mega	1	-	-	-	49 000 00	49 000 00	98 000 00
100	Region VIII	NORTHERN SAMAR	Northern Samar	SILVANO LOBOS	123293	Guzman ES	Landslide	Small	-	2	-	-	20 000 00	-	20 000 00
101	Region VIII	WESTERN SAMAR	Catbalogan City	CALBAYOG CITY	124038	Jmuban Elementary School	Fire	Small	1	-	-	-	20 000 00	49 000 00	69 000 00
102	Region VIII	WESTERN SAMAR	Samar (Western Samar)	MARABUT	123608	Amambucan Elementary School	Heavy Rainfall	Small	1	-	-	-	20 000 00	49 000 00	69 000 00
103	Region VIII	WESTERN SAMAR	Samar (Western Samar)	MARABUT	123616	Pinalanga Elementary School	Heavy Rainfall	Small	2	2	-	-	20 000 00	98 000 00	118 000 00
104	Region VIII	WESTERN SAMAR	Samar (Western Samar)	MARABUT	123619	Taglag Elementary School	Heavy Rainfall	Small	2	-	-	-	20 000 00	98 000 00	118 000 00
105	Region VIII	WESTERN SAMAR	Samar (Western Samar)	SAN SEBASTIAN	123712	Bakog Elementary School	Heavy Rainfall	Small	1	-	-	-	20 000 00	49 000 00	69 000 00
106	Region IX	ZAMBOANGA DEL SUR	Zamboanga del Sur	SOMNOT (DON MARIANO MARCOS)	303817	Somnot National High School	Fire	Large	-	-	6	-	49 000 00	-	49 000 00
107	Region IX	ZAMBOANGA SIBUGAY	Zamboanga Sibugay	OLUTANGA	125745	San Jose Elementary School	Fire	Small	1	4	1	-	20 000 00	49 000 00	69 000 00
108	Region IX	ZAMBOANGA SIBUGAY	Zamboanga Sibugay	OLUTANGA	125747	Sta. Maria Elementary School	Fire	Small	1	-	-	-	20 000 00	49 000 00	69 000 00
109	Region IX	ZAMBOANGA SIBUGAY	Zamboanga Sibugay	TALUSAN	125855	Tuburan Elementary School	Heavy Rainfall	Small	-	1	-	-	20 000 00	-	20 000 00
110	Region X	BUKIDNON	Bukidnon	TALAKAG	126805	Kajayanan ES	Fire	Small	-	-	4	4	20 000 00	-	20 000 00
111	Region X	BUKIDNON	Valencia City	CITY OF VALENCIA	502350	Pantaron Integrated School	Heavy Rainfall	Small	1	-	-	-	20 000 00	49 000 00	69 000 00
112	Region X	BUKIDNON	Valencia City	CITY OF VALENCIA	502843	Mabuhay Integrated School	Heavy Rainfall	Large	2	1	-	-	40 000 00	98 000 00	138 000 00
113	Region X	LANAO DEL NORTE	Iligan City	ILIGAN CITY	126955	Sta. Filomena Central School	Collapsed Structure	Mega	1	-	1	1	49 000 00	49 000 00	98 000 00
114	Region X	LANAO DEL NORTE	Iligan City	ILIGAN CITY	304164	Expendon F. Encabo I NHS (Pugan NHS)	Landslide	Large	5	-	-	1	40 000 00	245 000 00	285 000 00
115	Region X	LANAO DEL NORTE	Lanao del Norte	KOLAMBUGAN	127052	Coromonan ES	Fire	Small	2	-	-	-	20 000 00	98 000 00	118 000 00
116	Region X	MISAMIS OCCIDENTAL	Misamis Occidental	BALANGAO	127273	Balangao GS	Heavy Rainfall	Medium	1	1	1	-	30 000 00	49 000 00	79 000 00
117	Region X	MISAMIS OCCIDENTAL	Misamis Occidental	CLARIN	127359	Imadjan ES	Flooding	Small	5	-	-	-	20 000 00	245 000 00	265 000 00
118	Region X	MISAMIS OCCIDENTAL	Misamis Occidental	PLARDEL	501971	Panlasan Integrated School	Heavy Rainfall	Medium	-	5	-	-	30 000 00	-	30 000 00
119	Region X	MISAMIS ORIENTAL	Misamis Oriental	GINGOGOG CITY	128076	San Juan Central School	Heavy Rainfall	Large	2	1	3	-	40 000 00	98 000 00	138 000 00
120	Region X	MISAMIS ORIENTAL	Misamis Oriental	ALUBID	127585	Baybay ES	Collapsed Structure	Small	1	-	1	-	20 000 00	-	20 000 00
121	Region XI	COMPOSTELA VALLEY	Da沃 De Oro	COMPOSTELA	128270	New Alorna ES	Fire	Medium	1	-	-	-	30 000 00	49 000 00	79 000 00
122	Region XI	COMPOSTELA VALLEY	Da沃 De Oro	PANTUKAN	315607	Magnaya NHS	Fire	Mega	1	2	3	-	49 000 00	49 000 00	98 000 00
123	Region XI	DA沃 DEL SUR	Da沃 City	DA沃 CITY	316202	Catulan Pequeno National High School	Fire	Mega	1	-	4	-	49 000 00	49 000 00	98 000 00
124	Region XII	NORTH COTABATO	North Cotabato	MLANG	130251	NEW CONSOLACION ELEMENTARY SCHOOL	Heavy Rainfall	Small	1	1	1	-	20 000 00	49 000 00	69 000 00
125	Region XII	NORTH COTABATO	North Cotabato	PRESIDENT ROJAS	305950	DATU SUNGLINGAN HIGH SCHOOL	Fire	Small	-	2	1	-	20 000 00	-	20 000 00
126	Region XII	SARANGANI	Sarangani	MALUVONG	130675	Kibawan Elementary School	Landslide	Small	1	-	-	1	20 000 00	49 000 00	69 000 00
127	Region XII	SOUTH COTABATO	South Cotabato	POLOMO, OK	316712	Lancan National High School	Collapsed Structure	Medium	-	1	1	-	30 000 00	-	30 000 00

ANNEX A. Distribution List for Clean-up and Clearing Operations and Minor Repair Funds affected by various disasters

No	Region	Division	Province	Municipality	DepEd School ID Number	Name of School or DepEd Facility	Number of Classrooms with Minor Damage	Number of Classrooms with Major Damage	Number of Totally Damaged Classrooms	Number of Damaged WASH Facilities	School Size Classification	CUCO Amount Allocated	Minor Repair Amount Allocated	TOTAL
1	VIII	Northern Samar	NORTHERN SAMAR	Catarman	122869	Hinetad ES	1	-	-	1	Mega	49,000.00	49,000.00	98,000.00
2				Catubig	122901	Hitapian ES	7	-	-	1	Small	20,000.00	343,000.00	363,000.00
3				Laoang	303586	Vigo National High School	3	-	-	-	Mega	49,000.00	147,000.00	196,000.00
4				Las Navas	123026	Lourdes ES	2	-	-	-	Small	20,000.00	98,000.00	118,000.00
5				Lavezares	123071	San Agustin ES	3	-	-	-	Small	20,000.00	147,000.00	167,000.00
6				Palapag	123152	Mabaras PS	1	2	-	-	Small	20,000.00	49,000.00	69,000.00
7				Palapag	123153	Manajao ES	5	1	-	-	Small	20,000.00	245,000.00	265,000.00
8				Pambujan	123184	San Ramon ES	2	-	-	-	Small	20,000.00	98,000.00	118,000.00
9				Rosano	123193	Kalingan ES	3	-	-	-	Small	20,000.00	147,000.00	167,000.00
10				Rosano	123194	Ligaya ES	3	1	-	-	Small	20,000.00	147,000.00	167,000.00
11				Rosano	123196	Sahag ES	1	-	-	-	Medium	30,000.00	49,000.00	79,000.00
12				San Isidro	123212	Palanit ES	3	-	-	-	Medium	30,000.00	147,000.00	177,000.00
13				San Roque	303546	Don Juan F. Avaton National High School	1	-	-	-	Mega	49,000.00	49,000.00	98,000.00
14				Silono Lobos	123263	Gigumitan ES	-	2	-	-	Small	20,000.00	-	20,000.00
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>14</b>		<b>14</b>	<b>35</b>	<b>6</b>	<b>0</b>	<b>2</b>		<b>387,000.00</b>	<b>1,715,000.00</b>	<b>2,102,000.00</b>



Republika ng Pilipinas  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR GOVERNANCE AND OPERATIONS

**MEMORANDUM**

**OM-OUOPS-2026-04-00244**

**TO : REGIONAL DIRECTORS  
SCHOOLS DIVISION SUPERINTENDENTS  
REGIONAL AND DIVISION BUDGET OFFICERS  
REGIONAL AND DIVISION DRRM COORDINATORS  
PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS  
ALL OTHERS CONCERNED**

**FROM : MALCOLM S. GARMA**

*Undersecretary*

*Office of the Undersecretary for Governance and Operations*



**SUBJECT : IMPLEMENTING GUIDELINES ON THE ALLOCATION,  
DOWNLOADING, UTILIZATION, DOCUMENTATION,  
MONITORING AND REPORTING OF THE DISASTER  
PREPAREDNESS AND RESPONSE PROGRAM (DPRP) FUNDS  
FOR FISCAL YEAR (FY) 2026**

**DATE : March 31, 2026**

**I. RATIONALE**

This Memorandum operationalizes the FY 2026 Disaster Preparedness and Response Program (DPRP) funds by standardizing the allocation, downloading, utilization, documentation, monitoring, and reporting requirements across all levels of DepEd. It reinforces the implementation of existing DRRM policies, particularly DepEd Order No. 033, s. 2021 on School-Based Disaster Preparedness and Response Measures for tropical cyclones, flooding, and other weather-related disturbances and calamities, by translating required school actions into fundable, trackable, and auditable PPAs and response interventions.

**II. SCOPE**

These Guidelines apply to all DepEd Regional Offices (ROs), Schools Division Offices (SDOs), and public elementary and secondary schools implementing the FY 2026 DPRP. These Guidelines prescribe the requirements and procedures for the request, downloading, allocation, utilization, documentation, monitoring, and reporting of DPRP funds for DRRMS-authorized PPAs on disaster preparedness and disaster response.

**ANNEX C. SPECIFIC GUIDELINES FOR THE PROVISION OF CLEAN-UP AND CLEARING OPERATIONS (CUCO) FUNDS**

1. This Annex provides the rules for releasing and using Clean-Up and Clearing Operations (CUCO) Funds to support rapid clean-up, clearing, sanitation, and basic restoration of school premises after a disaster or emergency, to help resume classes as soon as conditions allow.
2. All schools affected by disasters or emergencies reported in the IMRS shall be eligible for CUCO funds, subject to the corresponding amounts per affected school, as follows:

SCHOOL SIZE	AMOUNT
Small Schools	₱20,000.00
Medium Schools	₱30,000.00
Large Schools	₱40,000.00
Very Large Schools	₱49,000.00

3. The classification of schools into Small, Medium, Large, and Very Large shall be based on the number of learners enrolled, as specified below:

TYOLOGIES	ELEMENTARY SCHOOL	JUNIOR HIGH SCHOOL
Small	less than or equal to 580	less than or equal to 550
Medium	581-1170	551-1130
Large	1171-2020	1131-2140
Very Large	2021 and above	2141 and above

4. Schools shall conduct clean-up and clearing immediately after the disaster or emergency once safety conditions permit. CUCO activities must be time-bound and focused on the rapid restoration of safe and functional facilities within school premises.
5. CUCO Funds shall be used exclusively for expenses directly necessary and incidental to clean-up and clearing operations within school premises. Allowable expenses include, but are not limited to:
  - a. Supplies, materials, tools, and equipment needed for debris removal, sanitation, and safer facility restoration.
  - b. Labor costs for non-DepEd personnel, including Cash-for-Work (CFW) through community participation, subject to existing government rules and regulations, approved and applicable wage rates, or the prevailing regional daily minimum wage in the respective area, complete documentation, and accounting and auditing standards.
  - c. Meals for volunteers, both DepEd and non-DepEd, who rendered actual services during CUCO, up to ₱250.00 per person per day.
  - d. Other reasonable and necessary expenses directly related to CUCO, that are properly justified and documented, including:

- i. mobilization expenses;
  - ii. hauling, transport, and disposal expenses;
  - iii. rental of tools, equipment, and machinery;
  - iv. fuel, oil, and consumables for CUCO equipment;
  - v. basic PPE such as gloves, boots, face masks, hard hats, goggles, rain gear, and reflective vests;
  - vi. temporary water supply necessary for cleaning and sanitation;
  - vii. warning signs, barrier tapes, ropes, or temporary fencing to secure hazardous areas; and
  - viii. disinfectants, pest control materials, or limited sanitation services for post-flood/contamination health risks.
6. Clean-up and clearing operations, including minor repairs incidental to CUCO, shall follow minimum safety, sanitation, and risk reduction standards under the Pillar 1: Safer Learning Facilities Guidebook available via the DRRMS Virtual OpCen. (<https://sites.google.com/depd.gov.ph/drrms>).
7. All tools, equipment, and durable items procured using the CUCO Funds shall be:
  - a. Properly inventoried and recorded in the school's property records;
  - b. Regularly maintained to ensure serviceability; and
  - c. Safely stored within the school premises for future use in preparedness, response, and recovery activities.
8. The School Head is the overall responsible authority for planning, implementing, and supervising CUCO activities, while the School DRRM Coordinator, with the School DRRM Team, shall align operations with hazards, safety protocols, and approved work plans.
9. Schools should coordinate with LGUs, PTAs, barangay officials, and community volunteers to maximize resources and promote shared responsibility. Volunteerism and Cash for Work must be conducted in a transparent and inclusive manner.
10. CUCO activities should include preventive measures (e.g., debris disposal, clearing drainage, correcting minor hazards) to reduce recurrence and support a "build back better" approach.
11. All CUCO activities shall be properly documented, including:
  - a. Work plans and activity logs;
  - b. Attendance sheets of workers and volunteers;
  - c. Photo documentation (before, during, and after CUCO); and
  - d. Financial records and supporting documents.
12. Schools shall submit a CUCO Accomplishment and Financial Report to the Schools Division Office (SDO) within the prescribed period.
13. Liquidation and reporting must comply with existing DepEd, DBM, and COA rules. Any unutilized balance must be reported and treated under prevailing financial management policies.
14. The SDO DRRM focal persons shall monitor implementation and may conduct post-activity assessments or spot checks to confirm compliance, effectiveness, and proper fund use. Lessons learned shall be documented to improve future CUCO implementation.

## **ANNEX D. SPECIFIC GUIDELINES FOR THE PROVISION OF MINOR REPAIR FUNDS**

1. Minor Repair refers to the renewal or replacement of any existing part or parts of a building or structure, in keeping with its existing type of construction, arrangement of parts and occupancy for maintenance purposes, when the structural parts of the building or structure are not affected.
2. The Minor Repair Funds shall support the immediate restoration of safety, functionality, and usability of school facilities affected by disasters, emergencies, or hazard events through small-scale repair works that do not require detailed engineering design or major construction.
3. All schools affected by disasters or emergencies reported in the IMRS shall be eligible to receive Minor Repair Funds at a uniform rate of ₱49,000.00 per damaged classroom or facility, subject to availability of funds and approval of the appropriate authority.
4. Minor Repair Funds shall be used only for non-structural or light structural interventions necessary to remove immediate hazards and restore basic school operations. These may include, but are not limited to, the following:
  - a. Repair or replacement of damaged doors, windows, locks, hinges, and doorknobs;
  - b. Patching of minor roof leaks, replacement of selected roofing sheets, gutters, and downspouts;
  - c. Repair of damaged ceilings, wall partitions, and minor wall cracks;
  - d. Repair or replacement of damaged electrical fixtures, switches, lighting, and outlets, subject to safety inspection;
  - e. Repair of plumbing fixtures, including toilets, faucets, pipes, and drainage lines;
  - f. Repair or repainting of classrooms and learning spaces affected by flooding, mud, or debris; and
  - g. Other similar small-scale repairs necessary to make learning spaces safe and functional.
5. Minor Repair Funds may be utilized for the following:
  - a. Procurement of construction materials, supplies, and equipment necessary for minor repairs;
  - b. Payment for skilled and unskilled labor, including carpenters, electricians, plumbers, and painters, subject to existing government rules and approved wage rates;
  - c. Rental of basic tools and equipment required for minor repair works, when not available in the school;
  - d. Meals for volunteers who rendered actual services during minor repair works, subject to a maximum amount of Two Hundred Fifty Pesos (₱250.00) per person per day, for both DepEd and non-DepEd volunteers; and
  - e. Other directly related expenses necessary for the completion of minor repairs, provided these are justified, documented, and compliant with applicable rules. These expenses include, but are not limited to the following:

- i. Hauling of damaged materials, debris, and replaced fixtures generated as a result of minor repair works;
  - ii. Payment of disposal or tipping fees at authorized disposal or materials recovery facilities;
  - iii. Delivery or freight costs for construction materials, supplies, and fixtures procured for minor repairs, when not included in the purchase price;
  - iv. Nails, screws, bolts, sealants, adhesives, welding rods, tapes, sandpaper, electrical tapes, and similar consumable items essential to minor repair works;
  - v. Basic PPE such as gloves, masks, safety shoes, goggles, and helmets required to ensure safe conduct of repair activities;
  - vi. Barrier tapes, warning signs, cones, ropes, or temporary barricades to secure repair areas and prevent accidents during repair works;
  - vii. Minor testing or inspection activities necessary to ensure safety after repairs (e.g., electrical testing, water leak testing), provided these do not involve professional engineering services;
  - viii. Fuel, oil, or electricity expenses directly related to the operation of tools, equipment, or generators used for minor repair works; and
  - ix. Cleaning materials and services necessary to clear dust, debris, and residues after the completion of minor repairs to restore learning spaces to usable condition.
6. All minor repair works shall:
- a. Comply with the minimum safety standards under Pillar 1: Safer Learning Facilities, as provided in the CSS Pillar 1 Guidebook developed by DRRMS and accessible through the DRRMS Virtual OpCen; (<https://sites.google.com/deped.gov.ph/drrms>)
  - b. Be undertaken only after the area has been declared safe for repair activities; and
  - c. Avoid any intervention that may compromise the structural integrity of buildings.
7. The School Head, with the support of the School DRRM Team, shall oversee the implementation of minor repair works. Technical guidance may be sought from the Division Engineer or Physical Facilities focal person, when necessary.
8. Schools shall ensure proper documentation of all minor repair activities, including:
- a. Approved scope of work and cost estimates;
  - b. Receipts, payrolls, and supporting financial documents;
  - c. Photo documentation (before, during, and after repairs); and
  - d. Accomplishment reports.
9. Liquidation of Minor Repair Funds shall comply with DepEd, DBM, and COA rules and regulations.
10. The SDO shall monitor the implementation of minor repair works to confirm compliance with safety standards, quality of workmanship, and proper

utilization of funds. Findings and lessons learned shall be documented to inform future recovery interventions.