



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

June 09, 2026

DIVISION MEMORANDUM

No. 277, s. 2026

**PROVISION OF RESPONSE FUND FOR A SCHOOL AFFECTED BY THE
MAGNITUDE 6 EARTHQUAKE IN EASTERN VISAYAS**

To: Education Program Supervisors
Public School District Supervisors
Concerned School Head

1. Relative to the sub-Allotment Release Order OSEC-8-26-02603 dated June 1, 2026, amounting to TWO HUNDRED EIGHTY-FIVE THOUSAND PESOS ONLY (Php285,000.00) for the response intervention – clean-up and clearing operations, minor repair, this Office provides a Response Fund to support the urgent needs of a school affected by the Magnitude 6 earthquake that struck Eastern Visayas.
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 the Magnitude 6 Earthquake.
 - 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



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FINANCE DIVISION
RECEIVED

By: *ACE*
Date: *6/8/26* *9:30pm*
Signature: *[Signature]*



Republic of the Philippines
DEPARTMENT OF EDUCATION
Central Office

SUB-ALLOTMENT RELEASE ORDER

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: 200000100010000 - Current Appropriations The Act Appropriations - Eastern Visayas Region		REFERENCE: FY 2026 GAAAO dated 01-05-2026	SUB-ALLOTMENT RELEASE ORDER NO.: OSIC-8-26-02603
FUND CODE: 01101101		LEGAL BASIS: FY 2026 General Appropriations Act Republic Act (R.A.) No. 12314	DATE: 01-Jun-26
ORGANIZATION CODE: 070010100000			FISCAL YEAR: FY 2026
PURPOSE: <i>Provision of Response Funds for schools affected by Magnitude 6 Earthquake in Eastern Visayas</i>			
To: The Schools Division Superintendent Schools Division of Northern Samar Region VIII - Eastern Visayas 070010505004			Region: VIII
PARTICULARS		ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Subsidy to Operating Units		M1000 - 8021408000	285,000.00
AMOUNT IN WORDS: <i>Two Hundred Eighty Five Thousand Pesos Only</i>		Total:	285,000.00
NOTE: The M1000 or C.O. allotment herein sub-allotted may valid for obligation until December 31, 2027.			

The above sub-allotments have been made available for expenditures of the Region/Division/School. It is your primary responsibility to keep expenditures within the amount submitted. Pursuant to Section 41, Book VI of Executive Order No. 293, the incurrence of obligations is prohibited. Parties responsible for the incurrence of obligations shall be held personally liable therefor. It is understood that the allotments herein authorized shall be used solely for the purposes indicated and disbursements therefrom shall be made in accordance with existing budgeting procedures and existing rules and regulations.

Certification of Availability of Allotment:

Approval for Transfer/Downloading of Funds:

[Signature]
CHOLLA E. HONG
Chief Administrative Officer
Budget Division

ARMANDO C. RUIZ
Director IV, Finance Services
Central Office of the Undersecretary for Finance

[Signature]
ATTY. EDSON BYRON K. SY
Assistant Secretary for Finance
Officer-in-Charge
Officer of the Undersecretary for Finance

B. List of Recipient Schools with Disaster Response Interventions for the Magnitude 6 Earthquake in Eastern Visayas

No	Region	Province	Division	Municipality	DepEd School ID Number	Name of School or DepEd Facility	School Size	Number of Minor Damaged Classrooms	Number of Major Damaged Classrooms	Number of Totally Damaged Classrooms	Sub-Total Basic CUCO	Sub-Total Minor Repair Fund	TOTAL
2	Region VIII	LEYTE	Baybay City	CITY OF BAYB	121085	Higuloan El	Small	4	0	0	20,000.00	196,000.00	216,000.00
3	Region VIII	LEYTE	Baybay City	CITY OF BAYB	121125	Plaridel Cer	Medium	0	1	1	30,000.00	-	30,000.00
4	Region VIII	LEYTE	Baybay City	CITY OF BAYB	306179	Punta Natio	Small	1	0	0	20,000.00	49,000.00	69,000.00
5	Region VIII	BILIRAN	Biliran	CAIBIRAN	120799	Bariis ES	Small	3	0	0	20,000.00	147,000.00	167,000.00
6	Region VIII	EASTERN	Borongan C	CITY OF BORC	122368	Amantacop	Small	7	0	0	20,000.00	343,000.00	363,000.00
7	Region VIII	EASTERN	Borongan C	CITY OF BORC	122369	Ando Eleme	Small	2	0	0	20,000.00	98,000.00	118,000.00
8	Region VIII	EASTERN	Borongan C	CITY OF BORC	122392	Bagong Bar	Small	7	0	0	20,000.00	343,000.00	363,000.00
9	Region VIII	EASTERN	Borongan C	CITY OF BORC	122370	Balacdas E	Small	1	1	2	20,000.00	49,000.00	69,000.00
10	Region VIII	EASTERN	Borongan C	CITY OF BORC	122393	Banuyo Ele	Small	0	9	9	20,000.00	-	20,000.00
11	Region VIII	EASTERN	Borongan C	CITY OF BORC	122394	Baras Ele	Small	3	0	0	20,000.00	147,000.00	167,000.00
12	Region VIII	EASTERN	Borongan C	CITY OF BORC	122356	Bato Eleme	Medium	2	0	0	30,000.00	98,000.00	128,000.00
13	Region VIII	EASTERN	Borongan C	CITY OF BORC	122371	Bayobay El	Small	1	0	0	20,000.00	49,000.00	69,000.00
14	Region VIII	EASTERN	Borongan C	CITY OF BORC	122395	Benowanga	Small	2	0	0	20,000.00	98,000.00	118,000.00
15	Region VIII	EASTERN	Borongan C	CITY OF BORC	313504	Benowanga	Small	3	2	0	20,000.00	147,000.00	167,000.00
16	Region VIII	EASTERN	Borongan C	CITY OF BORC	122396	Cabalagnar	Small	4	1	4	20,000.00	196,000.00	216,000.00
17	Region VIII	EASTERN	Borongan C	CITY OF BORC	122397	Cabong Ele	Small	1	4	2	20,000.00	49,000.00	69,000.00
18	Region VIII	EASTERN	Borongan C	CITY OF BORC	122373	Cagbonga	Small	4	2	0	20,000.00	196,000.00	216,000.00
19	Region VIII	EASTERN	Borongan C	CITY OF BORC	122357	Calico-an E	Small	1	0	0	20,000.00	49,000.00	69,000.00
20	Region VIII	EASTERN	Borongan C	CITY OF BORC	122358	Calingatng	Medium	1	0	0	30,000.00	49,000.00	79,000.00
21	Region VIII	EASTERN	Borongan C	CITY OF BORC	313510	Calingatng	Medium	0	4	0	30,000.00	-	30,000.00
22	Region VIII	EASTERN	Borongan C	CITY OF BORC	122398	Camada El	Small	4	0	0	20,000.00	196,000.00	216,000.00
23	Region VIII	EASTERN	Borongan C	CITY OF BORC	122375	Canjaway E	Small	2	0	0	20,000.00	98,000.00	118,000.00
24	Region VIII	EASTERN	Borongan C	CITY OF BORC	122360	Cati-an Ele	Small	1	0	0	20,000.00	49,000.00	69,000.00
25	Region VIII	EASTERN	Borongan C	CITY OF BORC	122401	Divinubo El	Small	2	0	2	20,000.00	98,000.00	118,000.00
26	Region VIII	EASTERN	Borongan C	CITY OF BORC	303500	Eastern Sa	Mega	24	4	0	49,000.00	1,176,000.00	1,225,000.00
27	Region VIII	EASTERN	Borongan C	CITY OF BORC	122359	Eugenio A.	Medium	3	2	5	30,000.00	147,000.00	177,000.00
28	Region VIII	EASTERN	Borongan C	CITY OF BORC	122361	Eugenio S.	Mega	8	0	0	49,000.00	392,000.00	441,000.00
29	Region VIII	EASTERN	Borongan C	CITY OF BORC	313515	Eastern Sa	Medium	2	0	0	30,000.00	98,000.00	128,000.00
30	Region VIII	EASTERN	Borongan C	CITY OF BORC	122376	Hindang El	Small	3	0	0	20,000.00	147,000.00	167,000.00

133	Region VIII	EASTERN	Eastern Sa	QUINAPONDA	122689	Sto. Niño Elementary Sc	Small	5	1	0	20,000.00	245,000.00	265,000.00
134	Region VIII	EASTERN	Eastern Sa	SULAT	122758	Sulat Central Elementar	Medium	4	0	0	30,000.00	196,000.00	226,000.00
135	Region VIII	EASTERN	Eastern Sa	SULAT	303527	Sulat National High Schd	Mega	10	10	0	49,000.00	490,000.00	539,000.00
136	Region VIII	EASTERN	Eastern Sa	TAFT	303529	Taft National High Scho	Mega	11	10	0	49,000.00	539,000.00	588,000.00
137	Region VIII	EASTERN	Eastern Sa	SAN POLICAR	122745	Tanauan Elementary Sc	Small	3	0	0	20,000.00	147,000.00	167,000.00
138	Region VIII	EASTERN	Eastern Sa	ARTECHE	122339	Tibalawon Elementary S	Small	2	0	0	20,000.00	98,000.00	118,000.00
139	Region VIII	EASTERN	Eastern Sa	QUINAPONDA	192506	Tinago Elementary Schd	Small	0	2	0	20,000.00	-	20,000.00
140	Region VIII	EASTERN	Eastern Sa	QUINAPONDA	122683	Valley Elementary Scho	Small	3	0	0	20,000.00	147,000.00	167,000.00
141	Region VIII	NORTHERN	Northern Sa	LAVEZARES	123064	Lavezares Central ES	Large	5	0	0	40,000.00	245,000.00	285,000.00
142	Region VIII	WESTERN	Samar (We	VILLAREAL	123888	San Rafael Elementary S	Small	4	0	0	20,000.00	196,000.00	216,000.00
143	Region VIII	WESTERN	Samar (We	ZUMARRAGA	123963	Alegria Elementary Schd	Small	4	0	4	20,000.00	196,000.00	216,000.00
144	Region VIII	WESTERN	Samar (We	GANDARA	136923	Arong Elementary Scho	Small	1	0	0	20,000.00	49,000.00	69,000.00
145	Region VIII	WESTERN	Samar (We	SANTA MARGA	123741	Avelino Elementary Schd	Small	3	2	2	20,000.00	147,000.00	167,000.00
146	Region VIII	WESTERN	Samar (We	MATUGUINAO	137208	Bag-otan Elementary Sc	Small	0	1	0	20,000.00	-	20,000.00
147	Region VIII	WESTERN	Samar (We	PARANAS (WR	123910	Bagsa Elementary Scho	Small	1	0	1	20,000.00	49,000.00	69,000.00
148	Region VIII	WESTERN	Samar (We	PARANAS (WR	123911	Balbagan Elementary Sc	Small	4	0	0	20,000.00	196,000.00	216,000.00
149	Region VIII	WESTERN	Samar (We	VILLAREAL	193510	Balirigan Elementary Sc	Small	2	2	2	20,000.00	98,000.00	118,000.00
150	Region VIII	WESTERN	Samar (We	SANTA MARGA	123742	Balud Elementary Scho	Medium	1	0	0	30,000.00	49,000.00	79,000.00
151	Region VIII	WESTERN	Samar (We	GANDARA	123534	Bangahon Elementary S	Small	1	0	0	20,000.00	49,000.00	69,000.00
152	Region VIII	WESTERN	Samar (We	TARANGNAN	193515	Bangon Elementary Sch	Small	1	2	0	20,000.00	49,000.00	69,000.00
153	Region VIII	WESTERN	Samar (We	PAGSANGHAN	123650	Bangon Elementary Sch	Small	4	0	0	20,000.00	196,000.00	216,000.00
154	Region VIII	WESTERN	Samar (We	PARANAS (WR	123912	Bato Elementary School	Small	3	0	0	20,000.00	147,000.00	167,000.00
155	Region VIII	WESTERN	Samar (We	HINABANGAN	123566	Binubucalan Elementary	Small	4	0	0	20,000.00	196,000.00	216,000.00



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR GOVERNANCE AND OPERATIONS

MEMORANDUM

OM-OUOPS-2026-07-00244

**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 *MSG*

**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	P20,000.00
Medium Schools	P30,000.00
Large Schools	P40,000.00
Very Large Schools	P49,000.00

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 P250.00 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/deped.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.