

Republic of the Philippines
Department of Education
Region V- Bicol

SCHOOLS DIVISION OFFICE OF LIGAO CITY



73026378

30 July 2026

DIVISION MEMORANDUM

No. **0370** s. 2026

DOWNLOADING OF DISASTER PREPAREDNESS AND RESPONSE PROGRAM (DPRP) FUNDS FOR MINOR REPAIRS TO RECIPIENT SCHOOLS AFFECTED BY THE MAGNITUDE 5.3 EARTHQUAKE

TO: Assistant Schools Division Superintendent
Chief Education Supervisors (CID & SGOD)
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

1. Relative to the issuance of Sub-Allotment Release Order (Sub-ARO) No. OSEC-5-26-03846, this Office informs the concerned recipient schools of the downloading of funds under the FY 2026 Disaster Preparedness and Response Program (DPRP) for Minor Repairs (MR) of school facilities damaged by the Magnitude 5.3 Earthquake that affected Sto. Domingo, Albay and nearby areas.
2. The Schools Division Office of Ligao City has been allocated a total amount of **Nine Hundred Eighty Thousand Pesos (P980,000.00)**, which shall be downloaded to the following recipient schools based on the approved allocation of the Department of Education.

No.	Recipient School	Allocated Amount
1	BALIGANG ES	49,000.00
2	GREENFIELD ES	49,000.00
3	LCNTVHS	245,000.00
4	MACAEL ES	49,000.00
5	OMA-OMA ES	147,000.00
6	PALAPAS ES	147,000.00
7	PALAPAS NHS	147,000.00
8	QUIASA ES	49,000.00
9	TUPAS ES	98,000.00
	TOTAL	980,000.00

3. To facilitate the downloading of funds, the recipient schools are directed to submit the following budgetary documents to the SDO Accounting Unit, through the Bookkeepers-in-Charge, **on or before August 7, 2026**.
 - a. Work and Financial Plan (WFP);
 - b. Revised Annual Procurement Plan (APP)
 - c. Revised Project Procurement Management Plan (PPMP)



Binatagan, Ligao City



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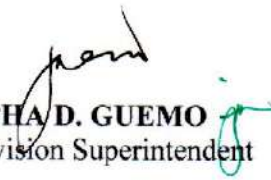


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4. In accordance with the DepEd Memo OM-OUOPS-2026-04-00244 dated March 31, 2026," Implementing Guidelines on the Allocation, Downloading, Utilization Monitoring and Reporting of the DPRP Funds for FY 2026, particularly Annex D – Specific Guidelines for the Provision of Minor Repair Funds, the downloaded funds shall be utilized solely for eligible minor repair activities.

The following are the allowable expenses chargeable against the fund:

- a. Procurement of construction materials, supplies, and equipment necessary for minor repair works;
 - 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 necessary for minor repair works, when not available in the school;
 - d. Meals for volunteers who rendered actual services during minor repair works, subject to maximum amount of Two Hundred Fifty Pesos (P 250.00) per person per day for both DepEd and non-DepEd volunteers;
 - e. Hauling and disposal of damaged materials, debris and replaced fixtures generated as a result of minor repair work;
 - f. Delivery or freight charges for construction materials, supplies, and fixtures procured for minor repairs, when not included in the purchase price
 - g. Nails, screws, bolts, sealants, adhesives, welding rods, tapes, sandpaper, electrical tapes, and similar consumable items essential to minor repair works
 - h. Basic PPE such as gloves, masks, safety shoes, goggles, and helmets required to ensure safe conduct of repair activities;
 - i. Barrier tapes, warning signs, cones, ropes, or temporary barricades to secure repair areas and prevent accidents during repair works;
 - j. Minor testing or inspection activities necessary to ensure the safety of repaired facilities;
 - k. Fuel, oil, and electricity directly attributable to the repair works; and
 - l. cleaning materials and services necessary to clear dust, debris, and residues after the completion of minor repairs to restore learning spaces to usable condition;
 - m. other expenses specifically authorized under Annex D of the DPRP Guidelines.
5. For information, guidance and compliance.


NYMPHA D. GUOMO
Schools Division Superintendent



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