



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM
No. 261, s.2020

April 29, 2020

**REITERATION OF UNNUMBERED REGIONAL MEMORANDUM ON
UTILIZATION OF SCHOOL MOOE TO IMPLEMENT MEASURES IN
PREPARING AND RESPONDING TO THE COVID-19 THREATS**

To: Division Budget Officer
Division Accountant
Division SBM Coordinator
Division SBM Co-Focal Person
PSDS District Focal Persons
School Heads of Public Elementary and Secondary Schools
All Others Concerned

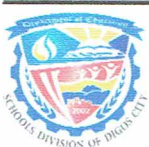
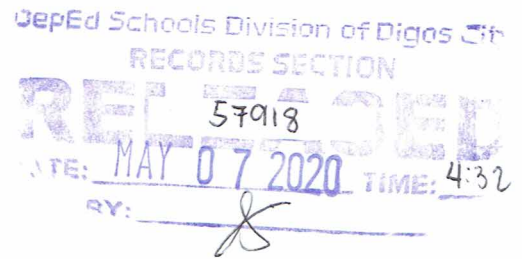
1. This is to reiterate the provisions of unnumbered Regional Memorandum dated April 25, 2020 on Utilization of School MOOE to Implement Measures in Preparing and Responding to the COVID 19 Threats.
2. All school heads are hereby directed to ensure that the following expenses shall be considered in the utilization of the School MOOE to address the critical and urgent needs of the school in the delivery of basic education amidst the COVID-19 threat, to wit:
 - a. Procurement of semi-expandable property items worth less than P15,000.00 needed in the delivery of education thru online learning or distance learning such as multimedia devices;
 - b. Supplies needed in the production of reading materials for non-readers to make them ready during the online learning or distance learning;
 - c. Installation of washing areas at the entrance of the schools;
 - d. Procurement of Personal Protective Equipment (PPE) and medical and hygiene supplies to ensure the safety of teaching and non-teaching personnel.
3. School heads are further advised to perform the following tasks:
 - a. Revisit the Annual Procurement Plan and Annual Implementation Plan and consider revision to align with the present needs of the school; and



- b. Ensure that procured semi-expendable items are properly recorded and accounted for. In case of loss, the accountable employees shall be held liable for the cost of the items at the time of purchase.
4. Attached is a copy of the regional memorandum for reference.
5. For guidance and compliance.



CRISTY C. EPE
Schools Division Superintendent





Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

MEMORANDUM

To : Schools Division Superintendents
Assistant Schools Division Superintendents
Public School Heads
Others Concerned
This Region

Subject: UTILIZATION OF SCHOOL MOOE TO IMPLEMENT
MEASURES IN PREPARING AND RESPONDING TO
THE COVID 19 THREATS

Date : April 25, 2020


Relative to the Proclamation No. 922 titled **Declaring a State of Public Health Emergency Throughout the Philippines** and the issuance of DepEd Memorandum No. 039 s. 2020 dated March 12, 2020, authorizing the use of regular allocation for MOOE to implement measures in preparing and responding to the COVID-19 threats, the following expenses shall be considered in the utilization of the School MOOE to address the critical and urgent needs of the school in the delivery of basic education amidst the COVID-19 threat:

1. Procurement of semi-expendable property items worth less than P 15,000 needed in the delivery of education thru online learning or distance learning such as multimedia devices;
2. Supplies needed in the production of reading materials for non-readers to make them ready during the online learning or distance learning;
3. Installation of washing areas at the entrance of the schools;
4. Procurement of Personal Protective Equipment (PPE) and medical and hygiene supplies to ensure the safety of teaching and non-teaching personnel.

Furthermore, you are advised to perform the following tasks:

1. Revisit your Annual Procurement Plan and Annual Implementation Plan and consider revision to align with the present needs of our schools; and
2. Ensure that procured semi-expendable items are properly recorded and accounted for. In case of loss, the accountable employees shall be held liable for the cost of the items at the time of purchase.

Immediate dissemination of this Memorandum is desired.


EVELYN R. FETALVERO, CESO IV
Assistant Regional Director
Officer-In-Charge
Office of the Regional Director