



Republic of the Philippines  
Department of Education  
REGION II – CAGAYAN VALLEY  
SCHOOLS DIVISION OF ISABELA

MEMORANDUM

To: Public Schools District Supervisors/Districts In-Charge  
Public Elementary & Secondary School Heads  
District and School DRRM Coordinators  
All Others Concerned

From: **MADELYN L. MACALLING, PhD, CESO VI**  
Assistant Schools Division Superintendent  
Officer in-Charge  
Office of the Schools Division Superintendent

Date: February 4, 2020

Subject: **GUIDELINES ON THE UTILIZATION AND REPORTING OF FUNDS  
DOWNLOADED FOR CLEAN-UP AND MINOR REPAIR OF  
SCHOOLS AFFECTED BY FLOODING DUE TO NORTHEAST  
MONSOON (BATCH 1 AND 2)**

1. In light of the fund support for schools affected by flooding due to Northeast Monsoon last December 5, 2019, the following are the guidelines on the utilization of clean-up and minor repair funds provided:
  - a. Funds downloaded to schools for clean-up and minor repair shall be strictly utilized for the said purpose.
  - b. The P 20,000.00 provided for affected schools should be fully liquidated and submitted to the Division Office thru the School Governance and Operations Division - Social Mobilization and Networking/Disaster Risk Reduction and Management Service (SGOD-SMAN/DRRMS) on or before February 21, 2020.
  - c. For documentation and liquidation, the recipient schools (*please refer to ANNEX B. List of Recipient Schools*) are required to submit completion report along with pictures of the school before and after the clean-up and minor repair.
2. Public Schools District Supervisors are requested to monitor the submission of the said report.
3. For immediate and appropriate action.

sgod/jda/kdc



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**ANNEX B. Schools to be Downloaded with Fund Support for Clean-Up and Minor Repair Affected by Flooding Due to Northeast Monsoon (BATCH 1) as of 15 January 2020**

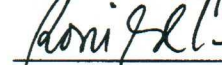
Region	Division	School ID	Name of School	Total Allocated Fund (PhP)
1 REGION II	CITY OF ILAGAN	500725	Dappat Integrated School	20,000.00
2 REGION II	CITY OF ILAGAN	500078	Manaring IS	20,000.00
3 REGION II	CITY OF ILAGAN	103366	Marana 1st ES	20,000.00
4 REGION II	CITY OF ILAGAN	306105	ISAT-MAIN	20,000.00
5 REGION II	ISABELA	306116	Reina Mercedes NHS	20,000.00
6 REGION II	ISABELA	300534	Dorganda HS	20,000.00
7 REGION II	ISABELA	500016	Dingading IS	20,000.00
8 REGION II	ISABELA	500022	Rizal IS	20,000.00
9 REGION II	ISABELA	300586	Josefina Albano NHS	20,000.00
10 REGION II	ISABELA	300609	Tumauini NHS	20,000.00
11 REGION II	ISABELA	500019	Yeban IS	20,000.00
12 REGION II	ISABELA	306109	Fermeldy NHS	20,000.00
<b>TOTAL</b>	<b>2</b>	<b>12</b>	<b>12</b>	<b>240,000.00</b>

Prepared by:



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