



Republic of the Philippines  
**Department of Education**  
 Region V – Bicol  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**



03 AUG 2022

DIVISION MEMORANDUM  
 OSDS-ACCT-DM 373, S. 2022

To: Elementary and Secondary School Heads/Teacher-in-charge  
 Non-Implementing Units (Non-IUs)  
 Implementing Units (IUs)

1. Schools Division Office of Catanduanes has received an allotment to cover additional maintenance and other operating expenses (MOOE).

Particular	Sub-Allotment Release Order	Amount
Operation of Schools (Kinder to Grade 6)	OSEC-5-22-1241	218,000.00
Operation of Schools (Grade 7 to Grade 10)	OSEC-5-22-1432	140,000.00
Operation of Schools (Grade 11 to 12)	OSEC-5-22-1629	308,000.00
Total		<b>666,000.00</b>

2. Identified school recipients (please see attached Enclosure No. 1) must use these funds in adherence to the following issuances:

1. DepEd Order No. 008, s. 2019, "Revised Implementing Guidelines on the Direct Release, Use, Monitoring of Maintenance and Other Operating Expenses Allocation of Schools Including Other Funds Managed by Schools," dated May 2, 2019
2. DepEd Order No. 014, s. 2020, "Guidelines on the Required Health Standards in Basic Education Offices and Schools," dated June 25, 2020
3. DepEd Order No. 015, s. 2020, "Supplementary Guidelines on Managing Maintenance and Other Operating Expenses Allocation for Schools to Support the Implementation of Basic Education Learning Continuity Plan in Time of COVID-19," dated June 25, 2020
4. DepEd Order No. 034, s. 2022, "School Calendar and Activities for the School Year 2022-2023", dated July 11, 2022

3. Schools are required to submit the following to SDO-Accounting Section until August 22, 2022:

- A. Disbursement Voucher (DV) – 4 copies
- B. Obligation, Request, and Status (ORS) -3 copies
- C. School Operating Budget (SOB) – 2 copies
- D. Annual Implementation Plan (AIP) – 2 copies
- E. Annual Procurement Plan (APP) – 2 copies
- F. Project Management Procurement Plan (PPMP) – 2 copies
- G. Letter Request for Cash Advances – 2 copies

4. For information and compliance.

**SUSAN S. COLLANO**  
 Schools Division Superintendent



**OPERATION OF SCHOOLS --- ELEMENTARY (KINDER TO GRADE 6)**

<b>SCHOOL ID</b>	<b>SCHOOL NAME</b>	<b>ALLOCATION FY 2022</b>
113156	Hinipaan Elementary School	23,000.00
113198	Caramoran CES	68,000.00
113214	Sabloyon Elementary School	21,000.00
113240	Panuto ES	19,000.00
113337	Calatagan ES	68,000.00
500415	Milaviga IS	19,000.00
		218,000.00

**OPERATION OF SCHOOLS --- JUNIOR HIGH SCHOOL (GRADE 7 TO GRADE 10)**

<b>SCHOOL ID</b>	<b>SCHOOL NAME</b>	<b>ALLOCATION FY 2022</b>
302073	Baras Rural Development High School	43,000.00
302088	Gigmoto Rural Development High School	24,000.00
502056	Pagsangahan ES	73,000.00
		140,000.00

**OPERATION OF SCHOOLS --- SENIOR HIGH SCHOOL (GRADE 11 TO GRADE 12)**

<b>SCHOOL ID</b>	<b>SCHOOL NAME</b>	<b>ALLOCATION FY 2022</b>
302073	Baras Rural Development High School	35,000.00
302074	Bato Rural Development High School	14,000.00
302082	Caramoran School of Fisheries	17,000.00
302094	Pandan School of Arts and Trade	10,000.00
302098	San Miguel Rural Development High School	28,000.00
302083	Catanduanes National High School	96,000.00
302095	Panganiban National High School	12,000.00
302103	Tabugoc National High School	11,000.00
302106	Tubli National High School	12,000.00
309801	Panganiban National High School, Caic Compound (Panganiban)	30,000.00
302084	Calatagan High School	18,000.00
500032	Cabugao Integrated School	25,000.00
		308,000.00