



Republic of the Philippines
Department of Education
REGION V
SCHOOLS DIVISION OF SORSOGON

September 12, 2023

DIVISION MEMORANDUM

No. 190, s. 2023

GUIDELINES FOR DOWNLOADING OF 2023 PROGRAM SUPPORT FUNDS FOR THE IMPLEMENTATION OF THE NATIONAL LEARNING CAMP (NLC)

To : Asst. Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors/Division Coordinators
Public Schools District Supervisors/OIC PSDSs
Public Elementary and Secondary School Heads
All Others Concerned

1. Relative to the Guidelines on the Utilization of the 2023 Program Support Funds to the Regional Offices for the Implementation of the National Learning Camp (NLC) and other 2022-2023 End-of-the- School Year (EOSY) Break Activities supporting the National Learning Recovery Program (NLRP) dated July 5, 2023, this Office issues these Supplemental Guidelines intended for the reproduction of Teachers Lesson Plans and Lesson Notes, Learners Worksheets and provision of other materials for camp like activities of the schools.
2. The amount allocated to all secondary schools specifically Grade 7 and 8 learners will be based on the available teaching and learning materials developed by experts for the implementation of the National Learning Camp (NLC) and provided via soft copy by the Central Office for printing and reproduction in schools. (see attached enclosure)
3. For the elementary grades (Key Stage 1 and Key Stage 2) implementing the End-of-the-School Year (EOSY) activities, the amount to be downloaded will be based on the materials utilized by the schools and will be determined depending on the number of learners enrolled and the number of teacher volunteer/s.
4. In order to facilitate downloading of funds, schools are advised to prepare Work and Financial Plan (WFP) and Approved Procurement Plan (APP) reflecting the eligible items of expenditures for the activity which includes purchase of supplies and materials for printing and other allowable expenses subject to Commission on Audit (COA) rules.



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700
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5. For the purpose of uniformity, the attached templates for the Work and Financial Plan (WFP) and Approved Procurement Plan (APP) shall be complied with.
6. For your information, guidance and compliance of all concerned.


WILLIAM E. GANDO, CESO VI
Schools Division Superintendent



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Budget Allocation for Learners Worksheets, Teachers Guides and Notes and other Materials needed for the Implementation of National Learning Camp and other EOSY Activities for School

	School	Worksheets	Teachers Guides and Notes	Provision for other Camp-related materials	Total Amount per school
1	Abucay National High School	24,808	7,070.00	10,000.00	41,878.00
2	Alegria Integrated School	2,344	1,357.00	10,000.00	13,701.00
3	Bagacay National High School	-	-		-
4	Bagatao National High School	2,930	1,357.00	10,000.00	14,287.00
5	Bagong Sirang NHS	3,927	5,052.00	10,000.00	18,979.00
6	Bantayan National High School	32,890	7,432.00	10,000.00	50,322.00
7	Banuang Gurang NHS	-	-		-
8	Barcelona National Comprehensive HS	16,315	3,956.00	10,000.00	30,271.00
9	Bartolome G. Lee Sr. Integrated School	5,687	2,599.00	10,000.00	18,286.00
10	Batang Integrated School	10,049	7,432.00	10,000.00	27,481.00
11	Bayasong National High School	13,256	3,695.00	10,000.00	26,951.00
12	Beguín NHS	3,592	2,453.00	10,000.00	16,045.00
13	Bentuco NHS	-	-		-
14	Biriran National High School	3,539	6,075.00	10,000.00	19,614.00
15	Biton High School	-	-		-
16	Buenavista National High School	-	-		-
17	Buhang National High School	3,538	6,440.00	10,000.00	19,978.00
18	Bulacao National High School	1,249	2,714.00	10,000.00	13,963.00
19	Bulan National High School	33,469	5,848.00	10,000.00	49,317.00
20	Bulusan High School	13,128	6,336.00	10,000.00	29,464.00
21	Butag NHS	-	-		-
22	Cabugao National High School	5,327	5,198.00	10,000.00	20,525.00
23	Cadandanan National High School	-	-		-
24	Caditaan NHS	7,282	2,599.00	10,000.00	19,881.00
25	Cagbolo National Vocational High School	-	-		-
26	Calao National High School	-	-		-
27	Calateo Integrated School	8,960	2,599.00	10,000.00	21,559.00
28	Calintaan Integrated School	-	-		-
29	Calpi Integrated School	7,298	2,453.00	10,000.00	19,751.00
30	Casiguran Technical Vocational School	1,223	3,956.00	10,000.00	15,179.00
31	Castilla National High School	6,544	4,525.00	10,000.00	21,069.00
32	Celso F. Falcotelo National High School	11,873	3,956.00	10,000.00	25,829.00
33	Culasi National High School	7,820	5,198.00	10,000.00	23,018.00
34	Cumadcad National High School	6,371	3,956.00	10,000.00	20,327.00
35	Danao National High School	3,564	2,484.00	10,000.00	16,048.00
36	Del Carmen Memorial High School	4,182	2,599.00	10,000.00	16,781.00
37	Dinapa NHS	6,036	3,956.00	10,000.00	19,992.00
38	Donsol National Comprehensive HS	10,606	3,956.00	10,000.00	24,562.00

39	Donsol NCHS - Sta. Cruz Extension HS	28,002	5,198.00	10,000.00	43,200.00
40	Donsol Vocational High School	4,895	2,599.00	10,000.00	17,494.00
41	Donsol Vocational High School - Gimagaan	24,820	6,294.00	10,000.00	41,114.00
42	Donsol VHS - GOGON ANNEX	5,535	4,833.00	10,000.00	20,368.00
43	Faustino G. Glua High School	5,775	5,198.00	10,000.00	20,973.00
44	Gabao National High School	3,987	3,956.00	10,000.00	17,943.00
45	Gallanosa National High School	24,448	7,432.00	10,000.00	41,880.00
46	Gate National High School	4,810	4,833.00	10,000.00	19,643.00
47	Gubat National High School	8,879	7,432.00	10,000.00	26,311.00
48	Guruyan High School	10,178	3,614.00	10,000.00	23,792.00
49	Irosin North National High School	16,688	2,599.00	10,000.00	29,287.00
50	J. P. Laurel High School	-	-		-
51	Juban High School	10,172	1,380.00	10,000.00	21,552.00
52	Jupi National High School	-	-		-
53	Lajong NHS	-	-		-
54	Lungib National High School	5,374	5,198.00	10,000.00	20,572.00
55	Macalaya NHS	6,291	1,357.00	10,000.00	17,648.00
56	Magallanes National High School	6,591	3,956.00	10,000.00	20,547.00
57	Magallanes National Vocational High School	12,089	2,714.00	10,000.00	24,803.00
58	Manlabong National High School	20,264	5,198.00	10,000.00	35,462.00
59	Manuel T. Sia Memorial High School	17,183	6,294.00	10,000.00	33,477.00
60	Matnog National High School	23,620	7,432.00	10,000.00	41,052.00
61	Mayon National High School	14,919	7,432.00	10,000.00	32,351.00
62	Milagrosa NHS	-	-		-
63	Olimpio A. Guarin Jr. National High School	-	-		-
64	Oras National High School	2,930	1,357.00	10,000.00	14,287.00
65	Palanas National High School	15,193	4,491.00	10,000.00	29,684.00
66	Pandan HS	-	-		-
67	Patag Integrated School	4,512	3,956.00	10,000.00	18,468.00
68	Pilar National Comprehensive High School	32,945	6,294.00	10,000.00	49,239.00
69	Pili National High School	4,162	2,599.00	10,000.00	16,761.00
70	Prieto Diaz National High School	6,021	6,440.00	10,000.00	22,461.00
71	Quezon National High School	-	-		-
72	Quirapi Integrated School	7,177	4,071.00	10,000.00	21,248.00
73	Rizal National High School	-	-		-
74	Sablayan High School	14,284	2,599.00	10,000.00	26,883.00
75	Salvacion National High School	17,241	5,198.00	10,000.00	32,439.00
76	San Antonio National High School	2,843	2,453.00	10,000.00	15,296.00
77	San Francisco National High School	9,308	5,198.00	10,000.00	24,506.00
78	San Isidro National High School	17,800	6,294.00	10,000.00	34,094.00
79	San Juan Bag-O High School	13,468	5,198.00	10,000.00	28,666.00
80	San Juan NHS	19,773	2,714.00	10,000.00	32,487.00
81	San Rafael High School (Castilla)	6,825	7,067.00	10,000.00	23,892.00

82	San Rafael High School (Pilar)	8,785	2,599.00	10,000.00	21,384.00
83	San Rafael Integrated School	-	-		-
84	San Roque National High School	-	-		-
85	Sisigon Integrated School	6,797	3,841.00	10,000.00	20,638.00
86	Siuton National High School	-	-		-
87	Sta. Magdalena National High School	8,094	3,841.00	10,000.00	21,935.00
88	Sua High School, Matnog	5,775	5,198.00	10,000.00	20,973.00
89	Talaonga National High School	17,280	7,693.00	10,000.00	34,973.00
90	Tingco NHS	6,437	3,956.00	10,000.00	20,393.00
91	Tiong Hen So Memorial High School	-	-		-
		739,977.00	305,257.00	690,000.00	1,735,234.00

**WORK AND FINANCIAL PLAN
FY 2023**

Implementing Office: _____
Budget Allocation: P _____

CODE	PROGRAM/ACTIVITY	PERFORMANCE INDICATOR	JULY		AUGUST		SEPTEMBER		FOURTH QUARTER		FULL YEAR	
			Target	Amount	Target	Amount	Target	Amount	Target	Amount	Target	Amount
TOTAL												

Prepared by: _____

Certified Correct: _____

Approved: _____

School Head

PAUL ANDY D. DEBLOIS
Accountant III

WILLIAM E. GANDO, CESO VI
Schools Division Superintendent

Pages 1 of 2
ANNUAL PROCUREMENT PLAN FOR 2023
For Common-Use Supplies and Equipment

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Aug 15, 2016	TOTAL AMOUNT						
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total quantity	
School and Office Supplies																					
1					0				0									0	0		
2					0				0									0	0		
3					0				0									0	0		
4					0				0									0	0		
5					0				0									0	0		
6					0				0									0	0		
7					0				0									0	0		
8					0				0									0	0		
9					0				0									0	0		
10					0				0									0	0		
Paper Materials and Products																					
1					0				0									0	0		
2					0				0									0	0		
3					0				0									0	0		
4					0				0									0	0		
5					0				0									0	0		
6					0				0									0	0		
7					0				0									0	0		
8					0				0									0	0		
9					0				0									0	0		
10					0				0									0	0		
C. TOTAL (A + B):																					
G.1 Available at Procurement Service Stores		0																			
G.2 Other Items not available at PS but regularly purchased from other sources		0																			
TOTAL MONTHLY CASH REQUIREMENTS		0																			

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment Procurement Plan to procure the listed common-use supplies, materials and equipment has been included in or is within our approved budget for the year.

Prepared by: _____

Certified Funds Available /
 Certified Appropriate Funds Available:

Approved by: _____

School Head

Accountant /
 Local Budget Officer

Head of Office/Agency

Date Prepared: _____