



DepEd O R D E R
No. **65**, s. 2011

AUG 1 9 2011

**POLICIES AND GUIDELINES ON THE ALLOCATION OF READING MATERIALS
FOR KINDERGARTEN SCHOOLS**

To : Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services, Centers, and Heads of Units
Regional Directors
Schools Division/City Superintendents
Heads, Public Elementary Schools
All Others Concerned

1. Pursuant to Item 4. g, "Support to Kindergarten Education Programs" of DepEd Order No. 37, s. 2011, entitled "*Policies and Guidelines on the Implementation of the Universal Kindergarten Education for School Year (SY) 2011-2012*," the Instructional Materials Council Secretariat (IMCS) has allocated the amount of 150 Million Pesos from the Fiscal Year (FY) 2011 Textbook Funds to provide Basic Instructional Package to schools implementing the Kindergarten Education Programs.

2. The Bureau of Elementary Education (BEE) has already supplied story books as part of the Basic Instructional Package to selected elementary schools with kindergarten classes. The IMCS shall provide supplementary and reference materials (SRMs), and subsequent approved lists.

3. The schools which were recipients of the Basic Instructional Package from BEE will be excluded from this allocation.

4. The quantities per title shall be based on the enrollment as reported in the Unified Information System (UIS). A maximum of thirty (30) copies per title of reading materials shall be delivered to the division offices (DOs) which will manage the distribution to the recipient schools.

5. The DOs must distribute the materials not later than one (1) month after receipt. The expenses incurred in the distribution shall be charged to local funds or from other sources subject to the accounting and auditing rules and regulations.

6. The DOs shall submit a report not later than two (2) months upon completion of distribution to the recipient schools to the following address:

The Executive Director
Instructional Materials Council Secretariat
5/F, Mabini Bldg., DepEd Complex
Meralco Avenue, Pasig City
Telefax Nos.: (02) 634-0901; 631-3690



Attention: Ms. Carolina T. Rivera
Project Development Officer V
Procurement Monitoring Division
E-mail address: imcs@deped.gov.ph;
depedimcsA@gmail.com

7. The DOs which do not comply with this requirement shall not be included in the future allocations.
8. Immediate dissemination of and compliance with this Order is directed.


BR. ARMIN A. LUISTRO FSC
Secretary 

Reference:

DepEd Order: (No. 37, s. 2011)

To be indicated in the Perpetual Index
under the following subjects:

ALLOCATION
FUNDS
POLICY
PRESCHOOL EDUCATION
TEXTBOOKS