



Republic of the Philippines
Department of Education

JUN 15 2012

DepEd ORDER
No. **51**, s. 2012

GUIDELINES ON THE UTILIZATION OF SUPPORT FUNDS FOR THE IMPLEMENTATION OF THE ACCREDITATION PROGRAM FOR PUBLIC ELEMENTARY SCHOOLS (APPES)

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

1. In line with the thrust of enhancing quality elementary education, the Department of Education (DepEd), through the Bureau of Elementary Education (BEE), is implementing the Accreditation Program for Public Elementary Schools (APPES) in the regions, divisions, and schools.
2. The APPES is an evaluation system designed to empower all public elementary schools to strive for excellence through recognition and enlightened self-evaluation based on the standards specified in the Manual of APPES.
3. For the current year, selected regions with accredited schools as shown in Enclosure No. 1 shall be provided with a regional support fund based on its number of accredited schools.
4. The support funds shall be utilized by the regions for the following purposes subject to the usual accounting and auditing rules and regulations:
 - a. Orientation and training of APPES-qualified schools;
 - b. Travel allowance for the provision of technical assistance to and conduct of actual evaluation of the schools; and
 - c. Incentives like monetary incentives, bronze/silver marker, plaque of recognition for the principal, certificate of commendation to teachers and instructional materials of Levels 1 and 2 accredited schools and other incentives/benefits stipulated in the APPES Manual.
5. Upon release of the allotment by the Department of Budget and Management (DBM) to DepEd-CO, the Budget Division-FMS shall issue the Sub-Allotment Release Order (Sub-ARO) to the schools with fiscal autonomy, and through the Schools Division Offices for those schools without fiscal autonomy. After receipt of Sub-ARO, the implementing units (IUs) and the concerned Division Offices (for the Non-IUs) shall request from DBM-Regional Office the corresponding cash requirements or Notice of Cash Allocation (NCA).

6. Upon release of the allotment by the Department of Budget and Management (DBM) to DepEd-CO, the Budget Division-FMS shall issue the Sub-Allotment Release Order (Sub-ARO) to the regions. After receipt of Sub-ARO, the regional offices shall request from DBM-Regional Office the corresponding cash requirements or Notice of Cash Allocation (NCA).
7. The recipient regions must submit to the Budget Division-FMS, DepEd Central Office physical accomplishment and fund liquidation reports on a monthly basis (Enclosure No. 2) and Activity Implementation Report (Enclosure No. 3).
8. An evaluation of the program shall be conducted by a composite team in accordance with the program implementation plan under the supervision of the Office of the Planning Service (OPS).
9. For more information, please direct all inquiries to the Chief, Staff Development Division, Bureau of Elementary Education, Department of Education, Meralco Ave., Pasig City at telephone no.: (02) 687-2948 and e-mail address: bee_sdd@yahoo.com.
10. All existing Orders and Memoranda inconsistent with this Order are rescinded.
11. These guidelines will remain in force and effect during the program, unless sooner repealed, amended or rescinded.
12. Immediate dissemination of and strict compliance with this Order is directed.


BR. ARMIN A. LUISTRO FSC
Secretary

Encls.:
As stated

Reference:
DepEd Order: No. 42, s. 2011

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

FUNDS
POLICY
PROGRAMS
SCHOOLS

(Enclosure No. 1 to DepEd Order No. 51, s. 2012)

**Allocation List of Support Funds by Region
for the Implementation of the Accreditation Program for APPES**

Regions	Number of Schools			Amount
	Level 1	Level 2	Total	
Region 1	4	0	4	57,130
Region 2	13	0	13	185,672
Region 3	19	0	19	271,366
Region 4-CALABARZON	7	0	7	99,977
Region 4-MIMAROPA	19	0	19	271,366
Region 5	23	1	24	342,779
Region 6	0	0	0	-
Region 7	42	0	42	599,862
Region 8	11	0	11	157,107
Region 9	0	0	0	-
Region 10	16	3	19	271,366
Region 11	18	2	20	285,649
Region 12	4	2	6	85,695
Caraga Region	34	1	35	499,885
Cordillera Administrative Region	25	0	25	357,061
National Capital Region	18	0	18	257,084
T o t a l	253	9	262	3,741,999

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(Enclosure No. 2 to DepEd Order No. 51, s. 2012)

PHYSICAL AND FINANCIAL ACCOMPLISHMENTS

Region _____

Total amount of subsidy received: _____

ACTIVITIES	PHYSICAL		FINANCIAL		REMARKS
	Target	Actual	Target	Actual	

Prepared by:

APPES Coordinator



ACTIVITY IMPLEMENTATION REPORT

School Year: _____

A. Reference

Funds Used: _____ Project Title: _____
Type of Activity: _____
Implementing Agency: _____

B. Details of Implementation

Location of Activity: _____
Date/s of Implementation: From: _____ To: _____
Number of Participants: _____
Categories of Participants: _____
Nature of Activity: _____

(e.g. Orientation/Training, Accreditation/Evaluation) Specify Topics

(Technical Assistance)
Specify Nature of Assistance

(Purchase/Acquisition of Materials)

Specify Materials Acquired: _____
Actual Outputs of the Activity:

Major Problems encountered in the implementation (Name reasons for shortfall or deviations from target, if any)

Main Lessons learned (in bullets please):

Follow-up actions (in bullets please):

Feedback on how else the project could be facilitated:

Prepared by:

Noted by:

Signature over Name of Coordinator

Date: