



Republic of the Philippines
Department of Education

DepEd ORDER
No. **22** s. 2014

22 APR 2014

**IMPLEMENTING GUIDELINES ON THE ALLOCATION AND UTILIZATION
OF THE INDIGENOUS PEOPLES EDUCATION (IPEd) PROGRAM
SUPPORT FUND (PSF) FOR FISCAL YEAR (FY) 2014**

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

1. The Department of Education (DepEd) shall strengthen its policy on Indigenous Peoples Education (IPEd), and develop and implement an IPEd Program in line with the National Indigenous Peoples Education Policy Framework based on DepEd Order No. 62, s. 2011 entitled *Adopting the National Indigenous Peoples (IP) Education Policy Framework* and Republic Act (RA) No. 10533 otherwise known as the *Enhanced Basic Education Act of 2013*.
2. In support to this commitment, the enclosed **Implementing Guidelines on the Allocation and Utilization of the Indigenous Peoples Education (IPEd) Program Support Fund (PSF) for Fiscal Year (FY) 2014** budget shall be provided to selected regions and divisions to effectively implement the program, subject to the guidelines on the availment, release, utilization and liquidation thereof.
3. For more information, all concerned may contact **Ms. Veronica A. Hernando**, DepEd-Indigenous Peoples Education (IPEd) Office, DepEd Central Office, Ground Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City at telefax no.: (02) 633-7212 or through email address: ipseo@deped.gov.ph.
4. Immediate dissemination of and strict compliance with this Order is directed.

BR. ARMIN A. LUISTRO FSC
Secretary

Encl.: As stated

References: DepEd Order Nos.: (62, s. 2011) and 26, s. 2013

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

FUNDS

POLICY

PROGRAMS

**Implementing Guidelines on the Allocation and Utilization of the
Indigenous Peoples Education Program Support Fund FY 2014**

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Implementing Guidelines on the Allocation and Utilization of the Indigenous Peoples Education Program Support Fund FY 2014

1.0 Purpose and Coverage

- 1.1 The Indigenous Peoples Education (IPEd) Program is DepEd's response to the right of IP communities to have an education that is responsive to their context, respects their identities, and promotes the value of their indigenous knowledge, skills, and other aspects of their cultural heritage. Specifically, the IPEd Program aims to improve the appropriateness and responsiveness of the curriculum; build the capacity of teachers, managers and concerned personnel; support the development of culturally appropriate learning resources and learning environment; and strengthen the policy environment supportive of IPEd. It is, likewise, intended to address the learning needs of IP learners who lack access to basic education services.
- 1.2 The IPEd Program supports the realization of the K to 12 curriculum, which subscribes to the following standards and principles, among others: inclusive, culture-sensitive, and flexible enough to enable and allow schools to localize, indigenize, and enhance based on the community's educational and social context.
- 1.3 To strengthen the capacity of DepEd in responding to IP learning needs, in a manner that is flexible, demand-driven, and evidence-based, a Program Support Fund (PSF) shall be provided to one hundred and ten (110) divisions in fifteen (15) regions in FY 2014. For the implementation of the program in 2014, the PSF shall be used solely for IP Education-related activities that support three (3) thematic focus areas, namely, (1) capacity building; (2) community engagement and partnership-building; and, (3) education planning for IPEd. These focus areas aim at further building the institutional capacity of DepEd offices in responding to and managing the complexities of IPEd implementation, enabling DepEd field offices and schools to undergo the prerequisite processes in working with IP communities in the development and implementation of an IPEd curriculum, and formulating education plans at the division and school levels that are relevant and responsive, which are fundamental at this stage of the implementation of the IPEd Program.
- 1.4 These guidelines shall provide the rules for availment, release, utilization, and liquidation of the IPEd Program Support Fund.

2.0 Definition of Terms

For purposes of these guidelines, the following terms shall be construed to mean as follows:

- 2.1 Indigenous Peoples (IPs) – as stipulated in the Indigenous Peoples Rights Act (IPRA) of 1997, Section 3 (h), IPs or indigenous cultural communities (ICCs) refer to:

“a group of people or homogenous societies identified by self-ascription and ascription by others, who have continuously lived as organized community on communally bounded and defined territory, and who have, under claims of ownership since time immemorial, occupied, possessed and utilized such territories, sharing common bonds of language, customs, tradition and other distinctive cultural traits, or who have, through resistance to political, social

and cultural inroads of colonization, non-indigenous religions and culture, became historically differentiated from the majority of Filipinos. ICCs/IPs shall likewise include peoples who are regarded as indigenous on account of their descent from the populations which inhabited the country, at the time of conquest or colonization, or at the time of inroads of non-indigenous religions and cultures, or the establishment of present state boundaries, who retain some or all of their own social, economic, cultural and political institutions, but who may have been displaced from their traditional domains or who may have resettled outside their ancestral domains.”

- 2.2 IP Education (IPEd) Program – refers to the program that supports education initiatives undertaken through formal, non-formal, and informal modalities with emphasis on any of, but not limited to, the key areas of Indigenous Knowledge Systems and Practices and community history, indigenous languages, Indigenous Learning System (ILS) and community life cycle-based curriculum and assessment, educational goals, aspirations and competencies specific to the Indigenous Cultural Community (ICC), engagement of elders and other community members in the teaching-learning process, assessment, and management of the initiative, recognition and continuing practice of the community's ILS, and the rights and responsibilities of ICCs (Sec. 8.4. Implementing Rules and Regulations of Republic Act No. 10533/The Enhanced Basic Education Act of 2013).

3.0 Selection and Prioritization

- 3.1 All regions with IP communities/learners are covered by PSF except the National Capital Region (NCR) and the Autonomous Region in Muslim Mindanao (ARMM). In the case of NCR, it is assumed that the needs of the IP learners (e.g., Sama-Bajau) will be addressed using other funding sources, while ARMM shall be supported by the Basic Education Assistance to Mindanao (BEAM)-ARMM. The DepEd-Indigenous Peoples Education Office (IPsEO), however, will provide technical assistance to NCR and ARMM as may be deemed necessary.
- 3.2 The selection and prioritization of divisions are based on the following:
 - a. Divisions within the covered regions;
 - b. The 100 Divisions covered in the provision of the IPEd PSF in FY 2013; and
 - c. The 10 Divisions belonging to the top 100 divisions with highest IP Enrolment based on SY 2012-2013 eBEIS data that were not included among the divisions specified in criteria (b).

4.0 Allocation of Program Support Fund

- 4.1 Allocation of a Regional Office (**Annex 1**) is based on the total number of its covered divisions and the estimated cost of potential activities/initiatives aligned with the Program's thematic focus areas and participation in IPsEO-initiated activities, in consideration of factors such as travel costs and potential number of participants.
- 4.2 Allocation by Division (**Annex 2**) is based on the percentage of its IP enrolment for SY 2012-2013 eBEIS data, estimated cost of potential activities aligned with the Program's thematic focus areas stated in Section 5, and participation in regional and IPsEO-initiated activities, in

consideration of factors such as travel costs and potential number of participants.

- 4.3 The allocation for IPsEO shall be used to support its operations, program implementation, and monitoring and evaluation activities.

5.0 Eligible Activities and Expenses

- 5.1 The Program Support Fund for FY 2014 shall be used for activities related to the following three (3) thematic focus areas:

- a. *Capacity building* to develop the knowledge, skills, and attitudes (KSAs) of teachers, managers, and personnel across DepEd offices/units to be effective IPEd implementers/managers. Activities under this thematic area may be related to any of, but not limited to, the following:

- Training/retooling of teachers and school heads for IPEd implementation
- Orientation of DepED staff on the National IPEd Policy Framework, DepED's IPEd Program, and other related policies/programs
- Workshop-sessions on Indigenous Learning Systems (ILS)
- Development of advocacy plans on the National IPEd Policy Framework
- Workshop-session on community engagement and partnership-building for IPEd
- Technical assistance training for supervisors of schools implementing IPEd
- Immersion/learning activities for DepED Staff in IP communities, especially those with IPEd Programs

- b. *Community engagement and partnership-building* of DepEd with IP communities, Indigenous Peoples Organizations (IPOs), and other institutions/government agencies involved in IPEd. Activities under this thematic area may be related to any of, but not limited to, the following:

- Orientation of community representatives and civil society groups on the National IPEd Policy Framework, DepED's IPEd Program, and other related policies/programs
- IPEd Program Framework Development (Division and Regional levels) with communities
- Strategic Planning for IPEd Program implementation with IP communities
- Development of mechanisms and agreements between DepED and IP communities/Indigenous Peoples Organizations on engagement and partnership for IPEd implementation on specific areas/components

- c. *Education planning for IPEd* at the division and school levels which shall cover prerequisite processes and requirements for appropriate curriculum development and implementation, learning materials development, and other fundamental aspects. Activities under this thematic area may be related to any of, but not limited to, the following:

- Training of school heads and supervisors on Culture-responsive/Ancestral Domain-based School Improvement Plan (SIP)
- Training of supervisors for technical assistance on Culture-responsive/Ancestral Domain-based SIP
- Orientation/training of the School Planning Team and other stakeholders on Culture-responsive/Ancestral-Domain based SIP
- IPEd planning activities of Division Offices and schools with IP learners

5.2 In cases of activities that are not related to the said thematic focus areas, but are considered priorities by the recipient region/division, the concerned region/division shall submit a proposal justifying the conduct of such activity, subject to the approval of IPsEO.

5.3 Eligible expenses shall be those related to:

- a. travel expenses related to IPsEO-led capacity-building activities, attendance and participation to IPEd training activities, workshops, conferences (both at the national and local levels,) school and community activities related to education planning for IPEd, among others;
- b. community engagement and partnership-building activities with IP communities, IPOs, civil society organizations, and other government agencies; and
- c. other expenses in support of 5.1 are eligible as long as the expenses are classified under MOOE.

5.4 Ineligible expense items shall include:

- a. operational expenses such as payment of utilities (water, electricity, janitorial, and security services) funded by regular MOOE;
- b. hiring and payment of salaries of additional staff;
- c. capital outlay items; and
- d. expenses covered by Official Development Assistance (ODA)-supported projects and other special or national programs or subsidies.

6.0 Availment and Release

The availment/release of the regional/division Program Support Fund (PSF) shall be subject to the approval of the regional/division IPEd Work and Financial Plan (WFP) (**Annex 3**). Details of procedure are stated in item 6.1. In the preparation of their IPEd WFPs, the regions and divisions shall ensure coherence and complementation with other IPEd-related activities funded by other sources, if there are any.

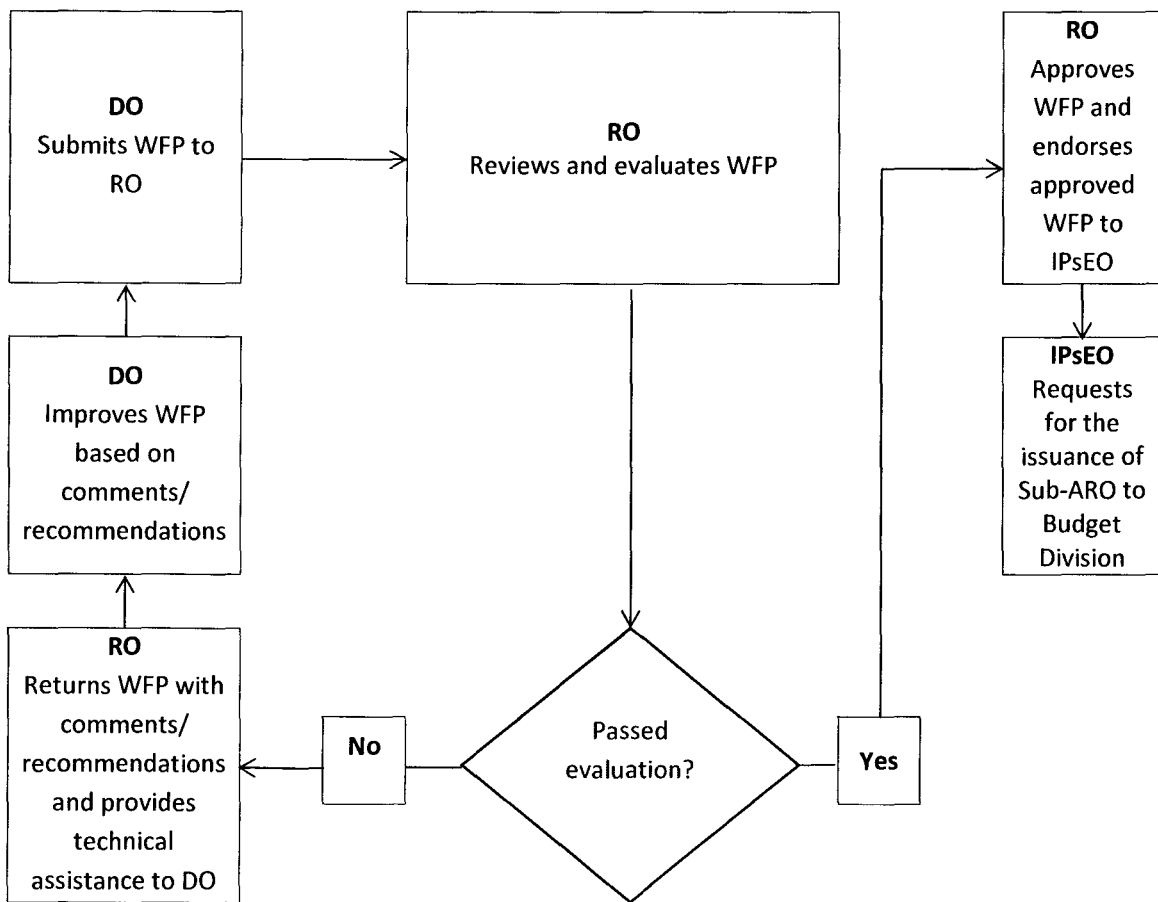
6.1 Procedure in the Availment and Release of Fund:

6.1.a Division Program Support Fund

- i. The Division Office (DO) shall prepare and submit the IPEd WFP to the Regional Office (RO) for evaluation within the first quarter of the Fiscal Year;

- ii. The RO shall devise or use existing mechanisms to review and evaluate the IPEd WFP within three (3) weeks from the date of submission to ensure its alignment with the identified thematic focus areas (if a certain division does not receive any information regarding its IPEd WFP within the set period, the IPEd WFP shall be deemed “approved”);
- iii. The RO shall notify the DO upon approval of its IPEd WFP, copy furnished IPsEO;
- iv. The IPsEO shall request the FMS-Budget Division for the issuance of the Sub-ARO to the DO;
- v. In cases where the RO has recommendations and/or suggestions for revisions, the RO shall return the IPEd WFP to the DO for improvement;
- vi. The DO shall submit the revised IPEd WFP once RO recommendations and comments are integrated; and
- vii. The PSF shall be released as soon as the revised IPEd WFP is approved by the RO.

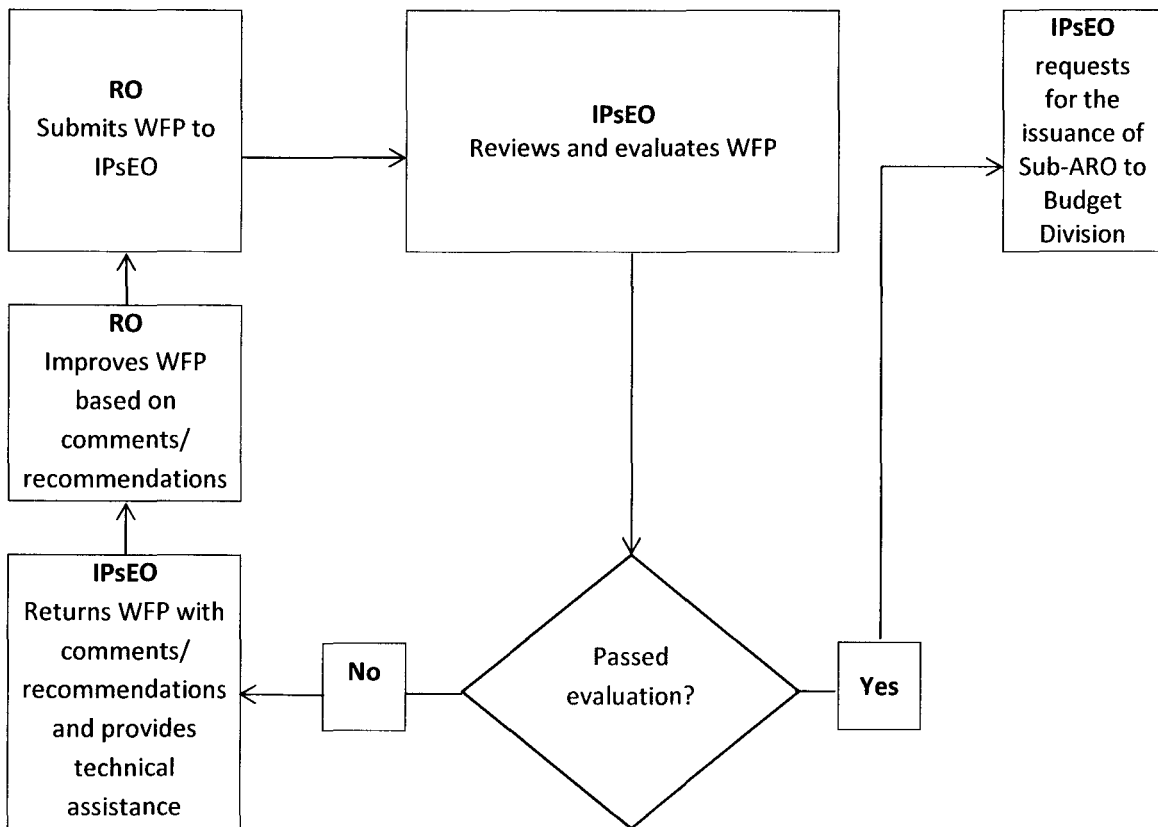
Figure 1: Process Flow for the Availment of Division PSF



6.1.b Regional Program Support Fund

- i. The RO shall prepare and submit the IPEd WFP to IPsEO for evaluation, within the first quarter of the Fiscal Year;
- ii. The IPsEO shall review and evaluate the IPEd WFP submitted by the RO, within three weeks, to ensure alignment with the identified thematic focus areas (if a certain region does not receive any information regarding its IPEd WFP within the set period, the IPEd WFP shall be deemed “approved”);
- iii. The region shall be notified by the IPsEO upon approval of their IPEd WFP;
- iv. The IPsEO shall request the FMS-Budget division for the issuance of the Sub-ARO to the RO;
- v. In cases where IPsEO has recommendations and/or suggestions for revisions, the IPEd WFP is returned to the RO for improvement;
- vi. The RO shall submit the revised IPEd WFP once the comments and recommendations of IPsEO are integrated; and
- vii. The PSF shall be released as soon as the revised RO IPEd WFP is approved by the IPsEO.

Figure 2: Process Flow for the Availment of Region PSF



6.2 Allotment Release

- a. Upon release of the Agency Budget Matrix (ABM)/SARO by DBM to DepEd-CO, the Budget Division-FMS shall issue the Sub-Allotment Release Order (Sub-ARO) to the regions and divisions.
- b. The regions and divisions, upon receipt of Sub-ARO, shall request from DBM-Regional Office the corresponding cash requirement or Notice of Cash Allocation (NCA).

6.3 Liquidation and Utilization of Funds

Utilization and liquidation of the funds shall be subject to the usual accounting and auditing rules and regulations.

7.0 Roles and Responsibilities

- 7.1 At the regional and division levels, the IPEd Focal Person shall serve as the overall coordinator of the implementation of the IPEd Program. In relation to the PSF, the IPEd Focal Person shall perform the following roles in close coordination and collaboration with other concerned personnel/units;

- a. Division level:

- i. Coordinate the formulation and processing of the division IPEd WFP;
- ii. Prepare and consolidate inputs to the required reports; and
- iii. Supervise and monitor program implementation/fund utilization.

The Schools Division Superintendent (SDS) shall be accountable as the overall IPEd Program implementer.

- b. Regional level:

- i. Coordinate the formulation and processing of the regional IPEd WFP;
- ii. Prepare and consolidate inputs to required reports;
- iii. Supervise and monitor program implementation/fund utilization; and
- iv. Provide technical assistance to the divisions.

The Regional Director shall be accountable as the overall IPEd Program implementer.

- 7.2 At the national level, the IPsEO shall coordinate the overall process of availment and utilization of PSF at the regional and division levels, as specified in these guidelines. This office shall issue supplemental guidelines and provide technical assistance as may be deemed necessary.

8.0 Progress Monitoring

- 8.1 To ensure effective and efficient implementation of IPEd at the Regions and Divisions, an inter-regional conference managed by IPsEO shall be conducted every quarter. This shall serve as the venue for the regions and divisions to report their progress on their project implementation.

- 8.2 The Regions shall conduct regular monitoring to the divisions as part of their mandated functions and responsibilities.

9.0 Performance and Fund Utilization Reporting

- 9.1 The Divisions shall submit their accomplishment report (**Annex 4**) to the Regional Office on a quarterly basis, copy furnished IPsEO.
- 9.2 The Regions shall submit their accomplishment report (**Annex 4**) to the IPsEO on a quarterly basis.

10.0 Evaluation of the Program

Program evaluation shall be undertaken by a composite team (to be identified) to determine its alignment with the program implementation plan, under the supervision of the Office of the Planning Service (OPS). The evaluation shall be conducted during the last quarter of the year.

11.0 Effectivity

These guidelines shall be in force and in effect starting FY 2014 unless sooner repealed, amended, or rescinded.

**DEPARTMENT OF EDUCATION
SUMMARY OF FY 2014 PROGRAM SUPPORT FUND ALLOCATION – GAA, BY
REGION**

REGION	Program Support Fund		TOTAL
	Divisions	Region	
Central Office			28,000,000.00
Region I - Ilocos Region	3,097,000.00	420,000.00	3,517,000.00
Cordillera Administrative Region (CAR)	5,716,000.00	450,000.00	6,166,000.00
Region II - Cagayan Valley	4,020,000.00	450,000.00	4,470,000.00
Region III - Central Luzon	5,197,000.00	550,000.00	5,747,000.00
Region IVA - CALABARZON	3,414,000.00	450,000.00	3,864,000.00
Region IVB - MIMAROPA	3,535,000.00	400,000.00	3,935,000.00
Region V - Bicol Region	2,990,000.00	420,000.00	3,410,000.00
Region VI - Western Visayas	3,401,000.00	450,000.00	3,851,000.00
Region VII - Central Visayas	3,411,000.00	450,000.00	3,861,000.00
Region VIII - Eastern Visayas	1,365,000.00	400,000.00	1,765,000.00
Region IX - Western Mindanao	5,326,000.00	660,000.00	5,986,000.00
Region X - Northern Mindanao	6,816,000.00	820,000.00	7,636,000.00
Region XI - Southern Mindanao	6,762,000.00	720,000.00	7,482,000.00
Region XII - Central Mindanao	5,660,000.00	700,000.00	6,360,000.00
Region XIII (CARAGA)	3,380,000.00	570,000.00	3,950,000.00
GRAND TOTAL	64,090,000.00	7,910,000.00	100,000,000.00

**DEPARTMENT OF EDUCATION
ALLOCATION FOR FY 2014 PROGRAM SUPPORT FUND - GAA, BY DIVISION**

	Division	Program Support Fund
	TOTAL - CAR	5,716,000.00
1	Benguet	1,429,000.00
2	Kalinga	985,000.00
3	Mt. Province	863,800.00
4	Ifugao	742,200.00
5	Abra	614,300.00
6	Baguio City	572,200.00
7	Apayao	509,500.00
	TOTAL - REGION I	3,097,000.00
1	Ilocos Sur	722,600.00
2	La Union	597,400.00
3	Pangasinan II, Binalonan	458,900.00
4	Ilocos Norte	452,300.00
5	Pangasinan I, Lingayen	433,300.00
6	Candon City	432,500.00
	TOTAL - REGION II	4,020,000.00
1	Nueva Vizcaya	892,500.00
2	Isabela	797,000.00
3	Quirino	577,000.00
4	Cagayan	473,000.00
5	Batanes	469,500.00
6	Cauayan City	407,200.00
7	Santiago City	403,800.00
	TOTAL - REGION III	5,197,000.00
1	Zambales	573,850.00
2	Aurora	553,300.00
3	Pampanga	534,250.00
4	Tarlac	524,830.00
5	Nueva Ecija	521,650.00
6	Olongapo City	502,840.00
7	Bataan	501,750.00
8	San Jose del Monte City	496,640.00
9	Bulacan	495,350.00
10	Angeles City	492,540.00
	TOTAL - REGION IV-A	3,414,000.00
1	Quezon	499,200.00
2	Rizal	495,600.00
3	Cavite	487,600.00
4	Laguna	487,300.00
5	Batangas	482,000.00
6	Lucena City	481,800.00
7	Antipolo City	480,500.00
	TOTAL - REGION IV-B	3,535,000.00
1	Palawan	1,506,500.00
2	Oriental Mindoro	649,400.00
3	Occidental Mindoro	530,600.00
4	Romblon	431,900.00
5	Puerto Princesa City	416,600.00

	Division	Program Support Fund
	TOTAL - REGION V	2,990,000.00
1	Camarines Sur	520,500.00
2	Iriga City	501,700.00
3	Sorsogon	494,400.00
4	Albay	493,400.00
5	Camarines Norte	491,000.00
6	Masbate	489,000.00
	TOTAL - REGION VI	3,401,000.00
1	Iloilo	582,400.00
2	Aklan	534,900.00
3	Capiz	492,200.00
4	Kabankalan City	457,400.00
5	Antique	452,800.00
6	Negros Occidental	443,500.00
7	Silay City	437,800.00
	TOTAL - REGION VII	3,411,000.00
1	Negros Oriental	533,800.00
2	Bohol	525,400.00
3	Cebu City	516,200.00
4	Bayawan City	515,600.00
5	Lapu-Lapu City	511,600.00
6	City of Naga, Cebu	508,400.00
7	Tanjay City	300,000.00
	TOTAL - REGION VIII	1,365,000.00
1	Northern Samar	461,000.00
2	Leyte	453,500.00
3	Samar (Western Samar)	450,500.00
	TOTAL - REGION IX	5,326,000.00
1	Zamboanga del Norte	1,361,000.00
2	Zamboanga del Sur	904,400.00
3	Zamboanga Sibugay	775,800.00
4	Zamboanga City	611,000.00
5	Isabela City	441,600.00
6	Pagadian City	429,400.00
7	Dipolog City	405,700.00
8	Dapitan City	397,100.00
	TOTAL - REGION X	6,816,000.00
1	Bukidnon	1,400,000.00
2	Malaybalay City	600,000.00
3	Misamis Occidental	527,000.00
4	Misamis Oriental	505,000.00
5	Cagayan de Oro City	490,000.00
6	Valencia City	483,000.00
7	Gingoog City	480,000.00
8	Lanao del Norte	475,000.00
9	Iligan City	473,000.00
10	Oroquieta City	466,000.00
11	Ozamis City	460,000.00
12	Camiguin	457,000.00
	TOTAL - REGION XI	6,762,000.00
1	Davao del Sur	1,390,000.00
2	Davao Oriental	919,000.00
3	Compostela Valley	775,000.00
4	Davao City	740,000.00
5	Mati City	636,000.00

	Division	Program Support Fund
6	Davao del Norte	614,000.00
7	Island Garden City of Samal	441,000.00
8	Tagum City	430,000.00
9	Digos City	420,000.00
10	Panabo City	397,000.00
	TOTAL - REGION XII	5,660,000.00
1	Sarangani	1,160,000.00
2	South Cotabato	974,000.00
3	North Cotabato	730,000.00
4	Sultan Kudarat	632,000.00
5	General Santos City	495,000.00
6	Kidapawan City	468,000.00
7	Koronadal City	417,000.00
8	Cotabato City	394,000.00
9	Tacurong City	390,000.00
	TOTAL - REGION XIII (CARAGA)	3,380,000.00
1	Agusan del Sur	962,000.00
2	Surigao del Sur	550,000.00
3	Agusan del Norte	515,000.00
4	Surigao del Norte	457,000.00
5	Butuan City	454,000.00
6	Bislig City	442,000.00

Work and Financial Plan (WFP)
Indigenous Peoples Education Program Support Fund (IPed PSF)
FY 2014

Region: _____
 Division: _____

A. Work Plan

Activity Code	Objectives/Major Activities	Unit of Measure/ Indicator	Means of Verification (MoV)	Physical Targets (TOTAL)	Monthly Target																		
					Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec							
1.0	Objective 1																						
1.1	Activity 1																						
1.2	Activity 2																						

B. Organizational Arrangements

Activity code	Objectives/Major Activities	Key Persons Involved
1.0	Objective 1	
1.1	Activity 1	
1.2	Activity 2	

C. Financial Plan

Activity Code	Objectives/Major Activities	Budget Allocation	Monthly Cash Program (MCP)																				
			Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec									
1.0	Objective 1																						
1.1	Activity 1																						
1.2	Activity 2																						

Prepared by: _____

Endorsed by: _____

Approved by: _____

 Region / Division IPed Focal Person

 Regional Director / Schools Division Superintendent

 IPSEO Coordinator / Regional Director

Accomplishment Report
 Indigenous Peoples Education Program Support Fund (IPed PSF)
 FY 2014

Region: _____
 Division: _____
 Quarter: _____

I. Physical and Financial Accomplishments

Activity Code	Objectives/Major Activities	Unit of Measure/ Indicator	Means of Verification (MoV)	Physical Accomplishments			Financial Accomplishments		
				Target	Actual	%	Budget	Actual	%
1.0	Objective 1								
1.1	Activity 1								
1.2	Activity 2								
1.3	Activity 3								
2.0	Objective 2								
2.1	Activity 1								
2.2	Activity 2								
2.3	Activity 3								

II. Issues, challenges, and other concerns

Prepared by: _____

Certified correct by: _____

Region / Division IPed Focal Person _____

Regional Director / Schools Division Superintendent _____