



Republic of the Philippines
Department of Education

08 FEB 2017

DepEd O R D E R
No. **7**, s. 2017

**GUIDELINES ON THE UTILIZATION OF FISCAL YEAR 2017 PROGRAM SUPPORT
FUND FOR MONITORING OF FY 2016 BOTTOM-UP BUDGETING PROJECTS**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary Schools Heads
All Others Concerned

1. The Department of Education (DepEd) hereby issues the DepEd Order entitled **Guidelines on the Utilization of Fiscal Year (FY) 2017 Program Support Fund (PSF) for Monitoring of FY 2016 Bottom-Up Budgeting (BUB) Projects** which aims to identify eligible activities and expenditure items supporting the effective and efficient implementation of BUB projects. These guidelines amend Section 9.2 of DepEd Order No. 63, s. 2016 entitled *Guidelines on the Implementation and Monitoring of FY 2016 Bottom-Up Budgeting Projects*.
2. A total amount of Nine Million Six Hundred Sixty Thousand Pesos (P 9, 660,000.00) charged to FY 2016 Planning and Management Information Systems Fund shall be released by the Financial Assistance Management Service-Budget Division (FMS-BD), Central Office, through the issuance of SUB-ARO to regional Offices (ROs) and schools division offices (SDOs) with approved Work and Financial Plans (WFPs) as endorsed to the Planning Service-Planning and Programming Division (PS-PPD).
3. The ROs and SDOs with more than four BUB Projects under FY 2016 listed in Enclosure No. 1 are qualified to receive the FY 2017 Program Support Fund.
4. The PSF shall be utilized for the following eligible activities and expenditure items:
 - a. Engagement of personnel (job orders or contract-of-service) to assist BUB Coordinators in ROs and SDOs in the monitoring and reporting, including the encoding of the status of BUB projects to OpenBUB Portal. Monthly wages should range from Six Thousand Pesos (P 6,000.00) to Twenty Two Thousand Five Hundred Pesos (P 22, 500.00) depending on the qualification and nature of work (job orders or contract of service);
 - b. Conduct of activities in support of the implementation, monitoring and evaluation of BUB projects, such as coordination meetings or workshops, capacity building, technical assistance, field validation, benchmarking, and other related activities;
 - c. Purchase of supplies and materials for workshops or trainings and office consumption supplies;

- d. Purchase of small capital expenditure items worth less than Fifteen Thousand Pesos (P 15,000.00), as provided in the new Government Accounting Manual issued by the Commission on Audit (i.e. LCD, camera with GPS, printer, and wifi or broadband);
 - e. Communication and transportation allowance or expenses of BUB Coordinators and DepEd Engineers. *Purchase of cellphones is not allowed;*
 - f. Advocacy materials (i.e. brochures, magazines, t-shirt, among other materials); and
 - g. Repair and maintenance of service vehicles, including purchase of fuel and lubricants.
5. The ROs and SDOs shall submit their duly accomplished WFP to utilize this fund, using the prescribed template provided in Enclosure No. 2 to PS-PPD, DepEd Central Office or email at ps.ppd@deped.gov.ph for reference on or before **February 24, 2017**.
6. Utilization and liquidation of this fund shall be subject to the usual accounting and auditing rules and regulations.
7. All other provisions of DO 63, s. 2016 shall remain in force.
8. All DepEd Orders and other related issuances, rules and regulations and provisions which are inconsistent with these guidelines are repealed, rescinded, or modified accordingly.
9. This Order shall take effect immediately upon its publication on www.deped.gov.ph.
10. Immediate dissemination of and compliance with this Order is directed.


LEONOR MAGTOLIS BRIONES
Secretary

Encls.:

As stated

Reference:

DepEd Order: (No. 63, s. 2016)

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

ALLOCATION
EXPENSES
FUNDS
OFFICIALS
PROGRAMS
PROJECTS
PURCHASE

PROGRAM SUPPORT FUND OF ROS AND SDOS

REGION	REGIONAL OFFICE/ DIVISION OFFICE	AMOUNT IN PHP
CAR	BENGUET	90,000
	REGIONAL OFFICE	100,000
Total, CAR		190,000
REGION I	BATAC CITY	50,000
	ILOCOS NORTE	170,000
	ILOCOS SUR	170,000
	LA UNION	70,000
	PANGASINAN I	100,000
	PANGASINAN II	70,000
	REGIONAL OFFICE	250,000
Total, REGION I		880,000
REGION II	CAGAYAN	170,000
	ISABELA	170,000
	NUEVA VIZCAYA	100,000
	QUIRINO	90,000
	REGIONAL OFFICE	200,000
Total, REGION II		730,000
REGION III	AURORA	60,000
	BULACAN	170,000
	NUEVA ECIIJA	100,000
	PAMPANGA	170,000
	TARLAC	130,000
	ZAMBALES	150,000
	REGIONAL OFFICE	250,000
Total, REGION III		1,030,000
REGION IV-A	BATANGAS	170,000
	CAVITE	170,000
	LAGUNA	170,000
	QUEZON	170,000
	RIZAL	160,000
	REGIONAL OFFICE	250,000
Total, REGION IV-A		1,090,000
REGION IV-B	CALAPAN CITY	50,000
	OR. MINDORO	70,000
	PALAWAN	170,000
	ROMBLON	80,000
	REGIONAL OFFICE	200,000
Total, REGION IV-B		570,000
NCR	REGIONAL OFFICE	100,000
Total, NCR		100,000
REGION V	ALBAY	100,000
	CAMARINES SUR	170,000
	REGIONAL OFFICE	200,000
Total, REGION V		470,000

PROGRAM SUPPORT FUND OF ROS AND SDOS

REGION	REGIONAL OFFICE/ DIVISION OFFICE	AMOUNT IN PHP
REGION VI	AKLAN	60,000
	ANTIQUE	110,000
	GUIMARAS	80,000
	ILOILO	170,000
	REGIONAL OFFICE	200,000
Total, REGION VI		620,000
REGION VII	BOHOL	170,000
	CEBU	170,000
	SIQUIJOR	70,000
	REGIONAL OFFICE	200,000
Total, REGION VII		610,000
NEGROS ISLAND REGION	NEGROS OCCIDENTAL	150,000
	NEGROS ORIENTAL	80,000
	REGIONAL OFFICE	150,000
Total, NIR		380,000
REGION VIII	CALBAYOG CITY	50,000
	EASTERN SAMAR	140,000
	LEYTE	170,000
	NORTHERN SAMAR	120,000
	SAMAR	80,000
	SOUTHERN LEYTE	170,000
	REGIONAL OFFICE	200,000
Total, REGION VIII		930,000
REGION IX	DAPITAN CITY	50,000
	ZAMBOANGA DEL NORTE	170,000
	ZAMBOANGA DEL SUR	80,000
	ZAMBOANGA SIBUGAY	60,000
	REGIONAL OFFICE	200,000
Total, REGION IX		560,000
REGION X	LANAO DEL NORTE	50,000
	REGIONAL OFFICE	100,000
Total, REGION X		150,000
REGION XI	DAVAO DEL SUR	160,000
	DAVAO ORIENTAL	80,000
	REGIONAL OFFICE	150,000
Total, REGION XI		390,000
REGION XII	KORONADAL CITY	50,000
	NORTH COTABATO	100,000
	SULTAN KUDARAT	150,000
	REGIONAL OFFICE	200,000
Total, REGION XII		500,000
CARAGA	AGUSAN DEL SUR	50,000
	BISLIG CITY	50,000
	SURIGAO DEL NORTE	100,000
	SURIGAO DEL SUR	110,000
	REGIONAL OFFICE	150,000
Total, CARAGA		460,000
Grand Total		9,660,000

WORK AND FINANCIAL PLAN

Activity	Performance Indicators	Physical Target	Financial Target	Schedule	Remarks

Prepared by:

Approved by:

BUB Coordinator

Head of RO/SDO