



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF ABRA

RELEASED
05 AUG 2024
DEPED-ABRA TIME 1:56

August 5, 2024

DIVISION MEMORANDUM

No. 336 s. 2024

GUIDELINES ON THE UTILIZATION, DOCUMENTATION, AND REPORTING OF FUNDS DOWNLOADED FOR CLEAN-UP AND MINOR REPAIR OF SCHOOLS AFFECTED BY SUPER TYPHOON CARINA AND SOUTHWEST MONSOON

To: Asst. Schools Division Superintendent
CES CID & SGOD
Concerned Public School District Supervisors
Concerned School Heads – Elementary and Secondary
Concerned School DRRM Coordinators
All Persons Concerned

- In the light of the fund support for schools affected by SUPER TYPHOON CARINA and SOUTHWEST MONSOON, the clean-up and minor repair funds charged to the Disaster Preparedness and Response Program, to be downloaded to affected schools shall be utilized for the following activities:
 - Minor repair of damaged classroom/s (e.g., replacement of roofing, repair or replacement of damaged window/door, etc.)
 - Repair or rehabilitation of damaged drainage system, water system or electrical wirings.
 - Payment of labor services of non-DepED personnel;
 - Purchase of supplies, tools, materials, and equipment needed for cleaning and clearing operations and repair of minor damages in the school (e.g., power sprayer, mini chainsaw, grass cutter, power tools, etc.);
 - Other expenses related to the clean-up and minor repair of the school.
- In order to be used in the future, all tools and equipment that the school purchases with money from the clean-up and minor repair budget must be kept in safe storage, properly accounted for, and maintained.
- For documentation and monitoring purposes, the schools are required to do the following:
 - Take photos of school (damaged/affected portion) before, during, and after the clean-up and minor repair activities;
 - Accomplish the Accomplishment Report for CLEAN-UP and MINOR REPAIR.
 - Liquidate and disburse the funds within one (1) month upon receipt of funds.
- All expenses must adhere to standard accounting, auditing, budgeting, and procurement guidelines. It is expressly forbidden to misuse and/or mismanage



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these funds for purposes other than those specified in this set of instructions. Any infractions committed by individuals or groups will be handled in compliance with the current laws governing government auditing and accounting practices.

5. Enclosure No. 1 is the List of Schools with Clean-up and Minor Repair Fund, and Enclosure No. 2 is the Template for Accomplishment Report of CLEAN-UP and MINOR REPAIR.
6. Concerned schools should ensure that submissions of the completed reporting template are sent to the Division DRRM Coordinator.
7. For clarification and queries, you may contact the Division DRRM Coordinator on mobile number 09366639528.
8. For immediate and appropriate action.


AMADOR D. GARCIA SR., PhD, CESO VI
Schools Division Superintendent



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Enclosure No. 1 to DM No. 336 s. 2024

LIST OF SCHOOL WITH CLEAN-UP AND MINOR REPAIR FUND (STY CARINA Batch 1)

No.	School ID	School	DISTRICT	AMOUNT
1	101016	Abra Special Education Center	BANGUED	20,000.00
2	109598	YUYENG PRIMARY SCHOOL	PIDIGAN	20,000.00
3	130933	Talaytay Primary School	SAN QUINTIN	20,000.00
4	134966	Agtangao ES	BANGUED	30,000.00
5	134967	Bacsil Elementary School	BANGUED	20,000.00
6	134969	Bangued North ES	BANGUED	20,000.00
7	134972	Macarcarmay ES	BANGUED	20,000.00
8	134976	Sinapangan ES	BANGUED	20,000.00
9	134977	Bañacao ES	BANGUED	20,000.00
10	134978	Bangbangar ES	BANGUED	20,000.00
11	134979	Bangued West CS	BANGUED	20,000.00
12	134982	Patucannay ES	BANGUED	20,000.00
13	134983	Sagap ES	BANGUED	20,000.00
14	134987	Bangbangcag PS	BUCAY	20,000.00
15	134988	Bangcagan PS	BUCAY	20,000.00
16	134993	Catacdegan ES	MANABO	20,000.00
17	134999	Madalipay ES	BUCAY	20,000.00
18	135000	Manabo Pilot ES	MANABO	20,000.00
19	135001	Pagala East PS	BUCAY	20,000.00
20	135002	Pagala West ES	BUCAY	20,000.00
21	135003	Patoc ES	BUCAY	20,000.00
22	135004	Quimloong ES	BUCAY	20,000.00
23	135005	San Jose ES	MANABO	20,000.00
24	135013	Basbasa ES	TAYUM	20,000.00
25	135017	Dolores CS	DOLORES	20,000.00
26	135018	Don Marcos Rosales ES	TAYUM	20,000.00
27	135019	Don Rosalio Eduarte ES	DOLORES	20,000.00
28	135022	Pacac ES	DOLORES	20,000.00
29	135025	Velasco ES	TAYUM	20,000.00
30	135028	Bulbulala ES	LA PAZ	20,000.00
31	135036	Manganip ES	DANGLAS	20,000.00
32	135038	Nagaparan ES	DANGLAS	20,000.00
33	135039	Padangitan ES	DANGLAS	20,000.00



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34	135048	Bacooc ES	LAGANGILANG	20,000.00
35	135050	Baquero ES	LICUAN-BAAY	20,000.00
36	135055	Buneg PS	LACUB	20,000.00
37	135057	Caridad Azares ES	LAGANGILANG	20,000.00
38	135059	Dalaguisen ES	LAGANGILANG	20,000.00
39	135072	Mataragan ES	MALIBCONG	20,000.00
40	135074	Nagtipulan ES	LAGANGILANG	20,000.00
41	135076	Pacoc ES	LACUB	20,000.00
42	135087	Alangtin ES	TUBO	20,000.00
43	135089	Amtuagan ES	TUBO	20,000.00
44	135093	Batayan PS	TUBO	20,000.00
45	135095	Caocaoayan PS	TUBO	20,000.00
46	135096	Dacuag PS	TUBO	20,000.00
47	135103	Luba CS	LUBA	20,000.00
48	135105	Luzong ES	LUBA	20,000.00
49	135110	Supo ES	TUBO	20,000.00
50	135112	TABANGAO ES	LUBA	20,000.00
51	135113	Tiempo ES	TUBO	20,000.00
52	135115	Tubo CS	TUBO	20,000.00
53	135116	Tuhtuba ES	TUBO	20,000.00
54	135117	Tukipa PS	LUBA	20,000.00
55	135118	Wayangan ES	TUBO	20,000.00
56	135121	Lusuac ES	PENARRUBIA	20,000.00
57	135123	Manayday ES	SAN ISIDRO	20,000.00
58	135128	San Isidro CS	SAN ISIDRO	20,000.00
59	135129	San Marcial ES	SAN ISIDRO	20,000.00
60	135133	Baac ES	LANGIDEN	20,000.00
61	135134	Casilagan PS	PIDIGAN	20,000.00
62	135135	Garreta ES	PIDIGAN	20,000.00
63	135136	Langiden CS	LANGIDEN	20,000.00
64	135137	Mabungtot ES	LANGIDEN	20,000.00
65	135138	Malapao ES	LANGIDEN	20,000.00
66	135139	Nagdaingan ES	PIDIGAN	20,000.00
67	135142	Quillat ES	LANGIDEN	20,000.00
68	135144	San Quintin CS	SAN QUINTIN	20,000.00
69	135145	Sulbec PS	PIDIGAN	20,000.00
70	135146	Suyo Pilot ES	PIDIGAN	20,000.00
71	135148	Villa Mercedes ES	SAN QUINTIN	20,000.00



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72	135156	Lagaosian ES	VILLAVICIOSA	20,000.00
73	135165	Tamac ES	VILLAVICIOSA	20,000.00
74	135171	Baoyan ES	BOLINEY	20,000.00
75	135174	Boliney CS	BOLINEY	20,000.00
76	135180	Danac ES	BOLINEY	20,000.00
77	135182	Ducligan ES	BUCLOC	20,000.00
78	135183	Dumagas ES	BOLINEY	20,000.00
79	135186	Lam-aoan PS	BOLINEY	20,000.00
80	135196	Alawa ES	TINEG	20,000.00
81	135198	Anayan ES	TINEG	20,000.00
82	135203	Belaat ES	TINEG	20,000.00
83	135207	Colabaoan PS	SAN JUAN	20,000.00
84	135215	Magsalang PS	TINEG	20,000.00
85	135221	Quidaoen ES	SAN JUAN	20,000.00
86	135227	Tineg Central School	TINEG	20,000.00
87	218501	Libtec ES	DOLORES	20,000.00
88	218505	Sta. Rosa PS	BANGUED	20,000.00
89	218506	Lubong PS	BANGUED	20,000.00
90	218507	Malita ES	BANGUED	20,000.00
91	218512	Poblacion West PS	PIDIGAN	20,000.00
92	218513	Presentar PS	SAN QUINTIN	20,000.00
93	305075	Abra HS	BANGUED	40,000.00
94	305077	Bolbolo NHS	PILAR	20,000.00
95	305078	Boliney NHS	BOLINEY	20,000.00
96	305081	Cayapa NHS	LAGANGILANG	20,000.00
97	305084	Dilong NHS	TUBO	20,000.00
98	305085	Dugong Nhs	BUCAY	20,000.00
99	305088	Lul-luno NHS	LUBA	20,000.00
100	305093	Pilar Rural High School	PILAR	40,000.00
101	305096	Rosalio Eduarte NHS	DOLORES	30,000.00
102	305097	San Isidro NHS	SAN ISIDRO	30,000.00
103	305104	Tineg National High School	TINEG	20,000.00
104	318701	MARC YSRAEL B. BERNOS MNHS	LA PAZ	40,000.00
105	318704	Abra High School - Calot	BANGUED	20,000.00
106	500743	La Paz Integrated School	LA PAZ	30,000.00
107	501104	TUQUIB INTEGRATED SCHOOL	VILLAVICIOSA	30,000.00
108	501115	LICUAN INTEGRATED SCHOOL	LICUAN-BAAY	30,000.00
109	135108	PEGA PS	LUBA	20,000.00



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110	135109	SABNANGAN ES	LUBA	20,000.00
111	135201	BAUG ES	SAN JUAN	20,000.00
112	134974	Sappaac ES	Bangued	20,000.00
113	135010	Tabiog ES	Bucay	20,000.00
114	135012	Bagalay ES	Tayum	20,000.00
115	135016	Cardona ES	Dolores	30,000.00
116	135043	Toon ES	La Paz	20,000.00
117	135082	Tagodtod ES	Lagangilang	20,000.00
118	135089	Amtuagan ES	Tubo	20,000.00
119	135152	Dalit ES	Pilar	20,000.00
120	305089	Luzong NHS	Luba	30,000.00
121	305092	Pangtod NHS	Bucay	30,000.00
122	305098	Manabo NHS	Manabo	40,000.00
123	305102	Tagodtod NHS	Lagangilang	30,000.00
124	500590	Penarrubia IS	Penarrubia	30,000.00
125	501342	Layugan IS	Bucay	20,000.00
126	135054	Bulbulala PS	Licuan-Baay	20,000.00
127	135063	Kileng PS	Licuan-Baay	20,000.00
128	305101	Suyo NHS	Pidigan	30,000.00
		TOTAL		2,760,000.00



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Enclosure No. 2 to DM No. 334 s. 2024

CLEAN-UP AND MINOR REPAIR ACCOMPLISHMENT REPORT
DPRP FUND – SUPER TYPHOON CARINA

Name of School		School Id	
Name of School Head		Name of SDRRM Coord.	
Mobile No.		Mobile No.	

Project Title: _____

Date received (DD/MM/YYYY)	Amount Received (Php)	Amount liquidated/ disbursed (Php)	Liquidated/ Disbursed as of (DD/MM/YYYY)	With Certificate of Liquidation (YES /NO)	Remarks

Photo Documentation

For repair – (before, during & after) and Photos of Equipment and materials Procured with label

Prepared by:

Certified correct:

School DRRM Coordinator

Bookkeeper/Finance Personnel

Submitted by:

Noted:

School Head

Public School District Supervisor



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