



Republic of the Philippines  
Department of Education  
Region V  
SCHOOLS DIVISION OF SORSOGON

April 20, 2026

**DIVISION MEMORANDUM**

No. **150** s. 2026

**DOWNLOADING OF PROGRAM SUPPORT FUND FOR THE PILOT  
IMPLEMENTATION OF SCHOOL CLUBS**

TO: Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGODs  
Concerned Public Schools District Supervisors  
Cagdagat Elementary School Head  
Patag Integrated School Head  
Barcelona National Comprehensive High School Head  
All Others Concerned

1. With reference to the Regional Memorandum ESSD-2026-019, this office thru the School Governance and Operations Division will download a Program Support Fund amounting to Fifteen Thousand Eight Hundred and Seventy-Five Pesos (P15875) under SUB-ARO No. RO-5-26-00323 for the pilot implementation of school clubs to the following schools:

School	Allocation
Cagdagat Elementary School	Php 14,875
Patag Integrated School	Php 14,875
Barcelona National Comprehensive High School	Php 14,875

2. The program aims to support the operationalization of student organizations that will cater to learners' diverse interests including leadership, community service, innovation and wellness.
3. The identified schools shall prepare a proposal and Program of Implementation in-line with the guidelines set by the regional memorandum. An accomplishment report must be submitted to SGOD-YFD upon the completion of the activity.
4. For Information, guidance and compliance.

  
**JOSE L. DONCILLO, CESO V**  
Schools Division Superintendent





Republic of the Philippines  
**Department of Education**  
 Region V  
**SCHOOLS DIVISION OF SORSOGON**

Enclosure No. 1 to Memorandum No. \_\_\_\_\_, s. 2026

(ACTIVITY TITLE)

**I. Physical and Financial Accomplishments (Use additional sheets as necessary)**

Amount of PSF Received: Php _____	Date Received: Php _____	SUB-ARO No:			
Amount Utilized: Php _____	Amount Liquidated: Php _____	Date of Liquidation:			
Expenses (Uses additional sheets as necessary)					Remarks:
Physical Accomplishment			Financial Accomplishment		
Target	Actual	%	Target	Actual	%

Reasons for Under/Over Performance based on the set Target/Objectives (Use additional sheets as necessary)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**II. Issues, challenges, and other concerns (Use additional sheets as necessary)**

Operation Concerns/Issues

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\_\_\_\_\_

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Operation Concerns/Issues

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**III. Best Practices, Recommendations and Ways Forward (Use additional sheets as necessary)**

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**ENCLOSURES**

The Implementing SDO shall attach the following documents:

- Photocopies of receipts
- Photocopies of attendance sheets
- Photos of actual conduct of activity

The undersigned undersigned focal person and school head certify that the PSF provided to the \_\_\_\_\_ by the YFD for the \_\_\_\_\_, was utilized in accordance with applicable DepEd issuances and accounting rules and regulations.

**Prepared by:**

**Approved by:**

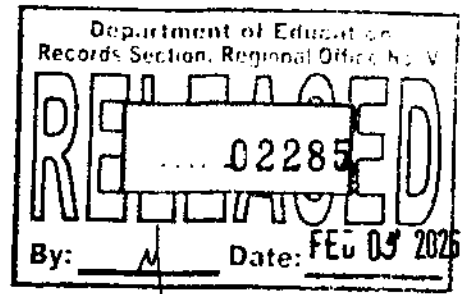
\_\_\_\_\_  
YFD Coordinator

\_\_\_\_\_  
School Head





Republic of the Philippines  
**Department of Education**  
 REGION V - BICOL



**5 February 2026**

REGIONAL MEMORANDUM  
 ESSD-2026- 019

To : Schools Division Superintendents  
 Division Youth Formation Focal  
 All Others Concerned

**LIST OF SCHOOLS FOR THE PILOT IMPLEMENTATION OF SCHOOL CLUBS**

- Pursuant to Regional Memorandum No. ESSD-006-2026, this Office aims to strengthen learner support services through the establishment of specialized school clubs and organizations. These clubs/organizations are designed to serve as primary platforms for student-led initiatives, character building, and community engagement. The pilot implementation of the Policy Guidelines on Implementing After School Activities/Implementation of School Clubs and Organizations will be done in selected schools across the region.
- The pilot phase will focus on the operationalization of student organizations that will cater to diverse interests, including leadership, community service, innovation, and wellness. Based on the readiness assessment and active youth formation profiles, the following schools have been selected and recommended by the concerned Schools Division Offices (SDOs) as pilot sites:

Division	Name of School
Albay	Daraga National High School
Camarines Norte	Caringo High School
	Camarines Norte Senior High School
Catanduanes	Cabugao Integrated School
Masbate Province	Dimasalang National High School
	Chico Integrated School
	Rodolfo Z. Titong National High School
Sorsogon Province	Cagdaga Elementary School
	Patag Integrated School
	Barcelona National Comprehensive High School
Iriga City	Iriga City Science High School
	San Juan Integrated School
	Iriga Central School
Naga City	Camarines Sur National High School
Ligao City	Deogracias P. Princesa Memorial High School
Tabaco City	Tabaco National High School

- To ensure the success of pilot implementation, SDOs are directed to: identify faculty members with expertise in the assigned club focus to serve as mentors; assist

*(Handwritten mark)*



Republic of the Philippines  
DEPARTMENT OF EDUCATION

Regional Office - V

SUB-ALLOTMENT RELEASE ORDER

<b>PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION:</b> PPA229 20000100006000 - <b>Continuing Appropriations</b> Learner Support Programs		<b>REFERENCE:</b> OSEC-5-25-03928 dated 08/08/2025	<b>SUB-ALLOTMENT RELEASE ORDER NO.</b> RO-5-26-00323
<b>FUND CODE:</b> 01102101		<b>LEGAL BASIS:</b> FY 2025 General Appropriations Act   Republic Act (R.A.) No. 12116	<b>DATE:</b> 25-Feb-26
<b>ORGANIZATION CODE:</b> 070010300005		<b>FISCAL YEAR:</b> FY 2026	
<b>PURPOSE:</b> <i>Transfer of Program Support Funds for the conduct of the Division YFD-Related, Career Guidance Program-Related and Mental Health-Related Training and Capacity Building. (Pilot Implementation of the Policy Guidelines on the After School Activities)</i>			
<b>To:</b> The Schools Division Superintendent Schools Division of Sorsogon Region V - Bicol 070010805006			<b>Region :</b> 5
<b>PARTICULARS</b>		<b>ALLOTMENT CLASS/ ACCOUNT CODE</b>	<b>AMOUNT AUTHORIZED</b>
Subsidy to Operating Units		MOOE 5021408000	29,750.00
<b>AMOUNT IN WORDS:</b> *** <i>Twenty Nine Thousand Seven Hundred Fifty Pesos Only</i> ***			<b>Total:</b> <u>29,750.00</u>
<b>NOTE:</b> The MOOE or CO allotment herein sub-allotted are valid for obligation until December 31, 2026.			

The above sub-allotments have been made available for expenditures of the Region/ Division/ School. It is your primary responsibility to keep expenditures within the limits of the amount sub-allotted. Pursuant to Section 41, Book VI of Executive Order No. 292, the incurrence of overdrafts is prohibited. Parties responsible for the incurrence of overdrafts shall be held personally liable therefor. It is understood that the allotments herein authorized shall be used solely for the purposes indicated and disbursements therefrom shall be made in accordance with existing budgeting, accounting and auditing rules and regulations.

Certification of Availability of Allotment:

ILYA O. VARGAS  
Administrative Officer V  
Budget Section

Recommending Approval:

ROSE ANN E. TUBIG  
Chief Administrative Officer  
Finance Division

Approval for Transfer/ Downloading of Funds:

GILBERT A. SAMSDAD  
Regional Director

Enclosure I

DIVISION	LIST OF PILOT SCHOOL	SCHOOL ID	SCHOOL HEAD	AMOUNT TO BE UTILIZED FOR THE PILOT	TOTAL AMOUNT TO BE DOWNLOADED TO SDO/IU
Albay	✓ Daraga National High School	301825	Romualdo A. Bernal	P 14,875.00	14,875.00
Camarines Norte	✓ Caringo High School	309603	Maria Theresa P. Malaborbor	✓ 14,875.00	29,750.00
	✓ Camarines Norte Senior HS	309622	Magnolia B. De Mesa	✓ 14,875.00	
Catanduanes	✓ Cabugao Integrated School	500032	Maybelle V. Rubio	14,875.00	14,875.00
Masbate Province	✓ Dimasalang National High School	302132	Randy Emmanuel V. Bulanon	14,875.00	44,625.00 24,750.-
	✓ Chico Integrated School	502730	Fredo G. Rondina Jr.	14,875.00	
	✓ Rodolfo Z. Titong National High School	302165	Kristine R. Canales	14,875.00	
Sorsogon Province	✓ Cagdagat Elementary School	114081	Ramir H. Espedillon	14,875.00	44,625.00 24,750.-
	✓ Patag Integrated School	501525	Edgar G. Mejia	14,875.00	
	✓ Barcelona National Comprehensive High School	302184	Imelda E. Diño	14,875.00	
Iriga City	✓ Iriga City Science High School	306334	Virgilio S. Puso	14,875.00	44,625.00
	✓ San Juan Integrated School	501948	Noel C. Panga	14,875.00	
	✓ Iriga Central School	114420	Leopoldo R. Dato, Jr.	14,875.00	
Naga City	✓ Camarines Sur National High School	302264	Sulpicio C. Alferez III	14,875.00	14,875.00
Ligao City	✓ Deogracias P. Princesa Memorial High School	301820	Iris B. Paz	14,875.00	14,875.00
Tabaco City	✓ Tabaco National High School	302285	Salve B. Estrella	14,875.00	14,875.00
<b>TOTAL</b>		16		Php	238,000.00

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