



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



DepED
MATATAG

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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

Operation Concerns/Issues

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

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:

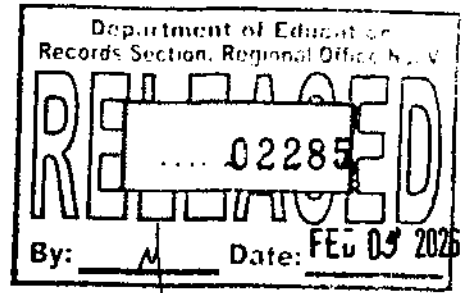
YFD Coordinator

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

1. 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.

2. 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	Cagdagat 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

3. 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)

pilot schools in drafting their respective Constitution and By-Laws (CBL) aligned with existing DepEd guidelines; and ensure that clubs are provided with a dedicated space or "Club Corner" within the school campus to facilitate their activities.

4. The Education Support Services Division (ESSD), in coordination with the Division Youth Formation Coordinators, will conduct periodic monitoring to track the progress of these clubs. The evaluation will focus on student participation rates, the impact of projects on the school community, and the sustainability of the club's operations.

5. Program Support Funds (PSF) for each pilot school and concerned SDOs will be downloaded to augment for meals and supplies expenses during the pilot implementation. Each pilot school shall receive the following amounts:

Expenditure Item	Quantity	Total Amount for each school
Meals for Meetings per School	10 (for 5 days @ PhP200.00)	PhP10,000.00
Supplies	1 set	PhP 2,500.00
Total		PhP12,500.00

6. A Virtual Meeting shall be held on February 20, 2026, 9:00 am to discuss the said pilot implementation. The participants to this Meeting are the Division Youth Formation Focal Persons, School Heads and Guidance Counselors/Designates in the pilot schools. The meeting link shall be communicated with the Division Focal Persons in a separate issuance.

7. For immediate dissemination and compliance.


GILBERT C. SADSAD
Regional Director



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Regional Office - V

SUB-ALLOTMENT RELEASE ORDER

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: PPA229 200000100006000 - Continuing Appropriations Learner Support Programs		REFERENCE: OSEC-5-25-03928 dated 08/08/2025	SUB-ALLOTMENT RELEASE ORDER NO. RO-5-26-00323
FUND CODE: 01102101		LEGAL BASIS: FY 2025 General Appropriations Act Republic Act (R.A.) No. 12116	DATE: 25-Feb-26
ORGANIZATION CODE: 070010300005			FISCAL YEAR: FY 2026
PURPOSE: <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>			
To: The Schools Division Superintendent Schools Division of Sorsogon Region V - Bicol 070010805006			Region : 5
PARTICULARS		ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Subsidy to Operating Units		MOOE 5021408000	29,750.00
AMOUNT IN WORDS: *** <i>Twenty Nine Thousand Seven Hundred Fifty Pesos Only</i> ***			Total: <u>29,750.00</u>
NOTE: 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. SAPSAD
 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
TOTAL		16		Php	238,000.00

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