




14 January 2025

Regional Memorandum
No. 36 s. 2025

**ADDITIONAL GUIDELINES ON THE RENEWAL OF SBFP
FEEDING COORDINATORS UNDER CONTRACT OF
SERVICE (COS) FOR THE SCHOOL-BASED
FEEDING PROGRAM (SBFP)**

To **Schools Division Superintendents**

1. Relative to the Unnumbered Memorandum from the DepEd Central Office dated December 26, 2024¹, this Office, through the Education Support Services Division (ESSD), hereby disseminates the Additional Guidelines on the Renewal of SBFP Feeding Coordinators under Contract of Service (COS) for the School-Based Feeding Program (SBFP).
2. The attached guidelines provide specific instructions regarding the hiring of SBFP Feeding Coordinators under COS for the SBFP:
 - a. Continuation of hiring Administrative Support II for Schools Division Offices (SDOs) and Technical Assistant I for Central Kitchen Training Centers
 - b. Flexible time set-up for COS positions
 - c. Revised budget allocation for the salaries and wages of COS personnel
3. For inquiries, please contact Dr. Eduarda M. Zapanta, Chief Education Supervisor, or Ms. Johnalen Aira S. Soberano, Nutritionist-Dietitian II of the Education Support Services Division at email address essd.calabarzon@deped.gov.ph.
4. Immediate dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

Reference code: Records-UM01-2025-29
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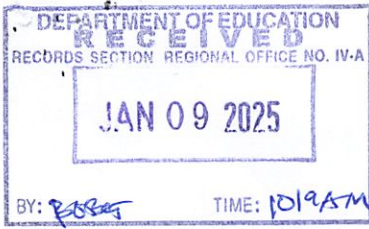
¹ Additional Guidelines on the Renewal of SBFP Feeding Coordinators under Contract of Service (COS) for the School-Based Feeding Program (SBFP)



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OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM
OM-OUOPS-2024-__-__

FOR : **Regional Directors**
Assistant Regional Directors
Schools Division Superintendents

FROM : **MALCOLM S. GARMA**
Assistant Secretary for Operations
Officer-in-Charge
Office of the Undersecretary for Operations

 : **DR. MIGUEL ANGELO S. MANTARING**
Director IV, Bureau of Learner Support Services
Officer-in-Charge
Office of the Assistant Secretary for Operations

SUBJECT : **ADDITIONAL GUIDELINES ON THE RENEWAL OF SBFP FEEDING COORDINATORS UNDER CONTRACT OF SERVICE (COS) FOR THE SCHOOL-BASED FEEDING PROGRAM (SBFP)**

DATE : December 26, 2024

In reference to the issued OUOPS Memorandum, signed by then Atty. Michael Wesley T. Poa, OIC, Office of the Undersecretary for Finance and Atty. Revsee A. Escobedo, Undersecretary for Operations dated November 30, 2023, please be guided by the following additional guidelines on the hiring of SBFP Feeding Coordinators under COS for the School-Based Feeding Program:

1. ROs and SDOs are advised to continue the hiring of TA I for ROs, AS II for SDOs, & TA I for Central Kitchen Training Centers charged against their Program Support Funds.
2. The abovementioned offices are requested to apply the flexible time set-up to the COS positions. It is also reiterated that non-working and regular holidays, and work suspensions declared by their respective local government units shall be paid.
3. Please see attached revised budget allocation for the salaries and wages of the COS, as per OO-OSEC-2024-306, titled, Amendments to Office Order OO-OSEC-2023-023.



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Doc. Ref. Code	OM-OUOPS	Rev	01
Effectivity	03.23.23	Page	1 of 2



Compensation Items	Maximum no. of Personnel	CoS Salary	No. of Ros/SDOs/Schools	Total Amount for the Hiring of CoS (January to December 2025)
Technical Assistant I <u>Base Salary:</u> 28,000.00 <u>Premium:</u> 2,800.00	1 per RO	30,800.00	16	5,913,600.00
Administrative Support II <u>Base Salary:</u> 22,000.00 <u>Premium:</u> 2,200.00	1-3 per SDO	24,200.00	420	121,968,000.00
Technical Assistant I <u>Base Salary:</u> 28,000.00 <u>Premium:</u> 2,800.00	1 per School	30,800.00	15	5,544,000.00

For immediate implementation and dissemination.

Thank you very much.

Compensation Items	Maximum no. of Personnel	CoS Salary	No. of Ros/SDOs/Schools	Total Amount for the Hiring of CoS (January to December 2025)
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For immediate implementation and dissemination.

Thank you very much.



Republic of the Philippines
Department of Education
BUREAU OF LEARNER SUPPORT SERVICES

OFFICE OF THE DIRECTOR

MEMORANDUM

FOR : **REGIONAL DIRECTORS**
Regions I- XII, CARAGA, CAR, & NCR
SCHOOLS DIVISION SUPERINTENDENTS

FROM : **ATTY. SUZETTE T. GANNABAN-MEDINA**
Officer-in-Charge, Director IV
Bureau of Learner Support Services and
Learner Rights and Protection Office

SUBJECT : **CLARIFICATION ON THE HIRING OF THE SCHOOL-BASED FEEDING PROGRAM (SBFP) FEEDING COORDINATORS UNDER CONTRACT OF SERVICE (COS)**

DATE : April 2, 2024

This has reference to the signed Memorandum on the Hiring of Contract of Service (COS) personnel for the Regional Offices (ROs), Schools Division Offices (SDOs), and the 15 SBFP Central Kitchen Training Centers (CKTCs), through the Regional Education Support Services Division (ESSD); Schools Governance and Operations (SGOD) - School Health and Nutrition Unit; and Schools of the 15 SBFP CKTCs, to support in the implementation of the School-Based Feeding Program starting Calendar Year 2024 chargeable against the Program Support Funds for FY 2024 (current and continuing) and the succeeding years.

The following guidelines are further issued for clarification:

1. Schools Division Offices under Large and Extra Large categories may hire more than one (1) Administrative Support (AS) II subject to availability of funds.
2. On Qualification Standards:
 - a. Qualifications of the SBFP-COS, Technical Assistant (TA) I assigned at the Regional Offices
 1. Bachelor's degree relevant to the job (e.g., nutritionist-dietitian, allied health);
 2. No training required;
 3. No experience required; and
 4. Graduate of Nutrition and Dietetics is an advantage



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b. Qualifications of the SBFP-COS, Administrative Support (AS) II assigned at the Schools Division Offices

1. Completion of at least two years in college; or Senior High School graduate with specialization relevant to the job;
2. No training required; and
3. No experience required

c. Qualifications of the SBFP-COS, Technical Assistant (TA) I assigned in Central Kitchens

1. Bachelor's degree relevant to the job (e.g., nutritionist-dietitian, allied health, hotel and restaurant management);
2. No training required;
3. No experience required;
4. Graduate of Nutrition and Dietetics or Hotel and Restaurant Management is an advantage

For immediate implementation and dissemination.

Thank you very much.





Republic of the Philippines
Department of Education

MEMORANDUM

TO : Regional Directors
Assistant Regional Directors
Schools Division Superintendents

FROM : Atty. MICHAEL WESLEY T. POA
Undersecretary and Chief of Staff
Officer-in-Charge, Office of the Undersecretary for Finance

SUBJECT : Atty. REVSEE A. ESCOBEDO
Undersecretary for Operations
GUIDELINES ON THE HIRING OF SBFP FEEDING COORDINATORS UNDER CONTRACT OF SERVICE (COS) FOR THE SCHOOL-BASED FEEDING PROGRAM (SBFP)

DATE : November 30, 2023

This has reference to the hiring of Contract of Service (COS) personnel for the Regional Offices (ROs), Schools Division Offices (SDOs), and the 15 SBFP Central Kitchen Training Centers (CKTCs), through the Regional Education Support Services Division (ESSD); Schools Governance and Operations (SGOD) - School Health and Nutrition Unit; and Schools of the 15 SBFP CKTCs, to support in the implementation of the School-Based Feeding Program starting Calendar Year 2024 chargeable against the Program Support Funds for FY 2023 (continuing), 2024, and the succeeding years. The COS for hiring will be One (1) Technical Assistant (TA) I per Region; One (1) Administrative Support (AS) II per SDO, and One (1) Technical Assistant (TA) I for the 15 CKTCs.

I. Background

The School-Based Feeding Program (SBFP) is among DepEd's big ticket programs with a big annual budget allocation. With the Department's agenda, consistent with the thrusts of the national government embodied in the 8-point Socioeconomic Agenda and the 2023-2028 Philippine Development Plan, through the BEDP 2030 envisions accessible, equitable, and quality basic education services to ensure resiliency and well-being of its learners. The Department is now operating under the MATATAG basic education agenda which aims to: MA- Make the curriculum simple

but relevant to produce competent and job-ready learners; TA- Take steps to accelerate delivery of basic education facilities and services; TA – Take good care of learners by promoting inclusive education and learner well-being, and ; G – Give support to teachers to teach better. For the SBFP, the most recent development in the National Expenditure Program for FY 2024 is the doubled budget allocation at P11.7 Billion Pesos to cover all undernourished Kinder to Grade 6 learners for 220 days.

The need for hiring TAs under COS was also brought about during consultations conducted by the SBFP under the Bureau of Learner Support Services – School Health Division (BLSS-SHD), with Regional Office Coordinators. This was also supported by the Management Team headed by Assistant Secretary Dexter A. Galban. In view of the foregoing, the following guidelines regarding the hiring of COS' are provided.

II. Financial Aspect

a. Funds for the Salary of the SBFP-COS

The hiring of COS for the Regional and Division Offices shall be achieved through the SBFP Program Support Funds (PSF) for Fiscal Year (FY) 2023 (continuing), FY 2024, and the succeeding years. Funds for the hiring of the COS at the ROs shall be chargeable against the RO SBFP-PSF; funds for the hiring of the COS at the SDOs shall be chargeable against the SDO SBFP-PSF; and the funds for the hiring of the COS for the 15 CKTCs shall be downloaded by BLSS-SHD.

Compensation items	Budget for COS			Total Amount for the Hiring of COS
	Maximum no. of Personnel	January to December 2024	No. of ROs/ SDOs/ Schools	
TA I				
<u>Base salary:</u> P25,000.00	1 per RO	P27,500.00	16	P5,280,000.00
<u>Premium:</u> P2,500.00				
AS II				
<u>Base salary:</u> P20,000.00	1 per SDO	P22,000.00	217	P57,288,000.00
<u>Premium:</u> P2,000.00				
TA I				
<u>Base salary:</u> P25,000.00	1 per School	P27,500.00	15	P4,950,000.00
<u>Premium:</u> P2,500.00				

b. Process of Hiring and Downloading of Funds

The hiring of the proposed COS shall be done by the ROs and SDOS following the qualifications stated hereunder. Thus, the payment for the COS shall be downloaded to the Regional Offices.

III. Hiring of Regional/Division COS for the School-Based Feeding Program

a. Place of Assignment

The SBFP-COS shall report to their respective ROs/SDOs/schools to assist the Regional/Schools Division School-Based Feeding Program Focal Persons under the School Health and Nutrition Unit (SHNU) and to act as Feeding Coordinators of the CKTCs.

b. Terms of Reference of the SBFP-COS, Technical Assistant (TA) I

The proposed COS to be hired for the ROs shall have the following terms of reference for the position of Technical Assistant I:

1. Provides technical and administrative support in delivering efficient and effective plans and activities of SBFP and related programs and activities (Nutrition-Support Program and Water, Sanitation, and Hygiene in Schools).
2. Assists in the integration and harmonization of SBFP policies and programs and related programs and activities in the region;
3. Assists in the monitoring and evaluation as well as preparation of reports on the implementation of SBFP and related programs and activities;
4. Assists in the preparation of technical documents such as concept notes, program plan, activity designs, accomplishment reports, and presentations among others regarding SBFP and related programs and activities in the region;
5. Assists in drafting letters, memoranda, and other types of communications;
6. Assists in the conduct of meetings, seminars, workshops, and trainings of SBFP and related programs and activities;
7. Assists in the coordination with different offices in the Department, other concerned government agencies, partners, and nutrition experts in the implementation of SBFP and related programs and activities as well as in the delivery of nutrition services and interventions;
8. Maintains database of SBFP and related programs and activities;
9. Attends meetings as assigned; and
10. Performs other functions as may be deemed necessary.

c. Qualifications of the SBFP-COS, Technical Assistant (TA) I

In relation to the above-mentioned terms of reference, the COS shall have the following qualifications:

1. Bachelor's degree relevant to the job (e.g., nutritionist-dietitian, allied health);

2. No training required;
3. No experience required;
4. Graduate of Nutrition and Dietetics is an advantage

d. Terms of Reference of the SBFP-COS, Administrative Support (AS) II

The proposed COS to be hired for the SDOs shall have the following terms of reference for the position of Administrative Support II:

1. Provides administrative support to ensure efficient operation of SBFP and related activities in the SDO;
2. Carries out administrative duties such as filing, recording, receiving/releasing documents, typing, copying, binding, scanning etc.;
3. Assists in the maintenance of database for SBFP and related programs and activities in the SDO;
4. Assists in the conduct of meetings, seminars, workshops, and trainings of SBFP and related programs and activities;
5. Assists in the monitoring and evaluation as well as preparation of reports on the implementation of SBFP and related programs and activities;
6. Contributes to team effort by accomplishing related results as needed; and
7. Performs other functions as may be deemed necessary.

e. Qualifications of the SBFP-COS, Administrative Support (AS) II

In relation to the above-mentioned terms of reference, the COS shall have the following qualifications:

1. Completion of at least two years in college; or Senior High School graduate with specialization relevant to the job
2. 8 hours of relevant training
3. 1 year of relevant experience

f. Terms of Reference of the SBFP-COS, Technical Assistant (TA) I

The proposed COS to be hired for the 15 CK pilot schools shall have the following terms of reference for the position of Technical Assistant I:

1. Acts as the School Feeding Coordinator and the Central Kitchen Focal Person;
2. Identifies the target beneficiaries based on the criteria provided, for approval by the School Head;
3. Finalizes the cycle menu for the whole duration of feeding, the Work and Financial Plan (WFP), and the Project Procurement Management Plan (PPMP) for approval by the School Head and for submission to the SDO;
4. Submits a copy of the approved PPMP to the School BAC and BAC Secretariat for the preparation of the School Annual Procurement Plan (APP) for approval by the School Head;
5. Establishes a School Core Group;

6. Identifies the parents/volunteers who shall help in the whole duration of the Program (identified parents/volunteers must be physically and mentally fit;
7. Orients all other SBFP implementers at the school on the program flow and its implementing guidelines;
8. Prepares the daily or weekly schedule of parent/volunteers who shall prepare and cook the menu for the day, prepare the feeding area, supervise the daily feeding program, and wash the dishes;
9. Supervises the work flow in the central kitchen;
10. Educates and trains parents, volunteers, and central kitchen staff who shall help in the food preparation and distribution;
11. Oversees the implementation of the program and facilitate prompt liquidation of SBFP downloaded funds;
12. Does the recording and reporting using the School-Based Feeding Program form;
13. Submits the terminal report at the end of feeding to the Schools Division Office through the District Office;
14. Reports any issues and concerns regarding the implementation of the program to the division SBFP Focal Persons; and
15. Does other related tasks.

As Training Center:

1. Explains what the BLT Central Kitchen is and its different elements; and
2. Demonstrates the day-to-day operations of the Central Kitchen for those LGUs who's going for benchmarking and training purposes.

g. Qualifications of the SBFP-COS, Technical Assistant (TA) I

In relation to the above-mentioned terms of reference, the COS shall have the following qualifications:

1. Bachelor's degree relevant to the job (e.g., nutritionist-dietitian, allied health);
2. No training required;
3. No experience required;
4. Graduate of Nutrition and Dietetics is an advantage

h. Issuance of Contract

The Regional/Schools Division Offices shall issue the contract (Service Agreement) of the abovementioned COS and execute the same in accordance with the Guidelines on the Hiring of COS issued by the Office of the Secretary, this Department, Civil Service Commission, Commission on Audit, and Department of Budget and Management.

IV. Supervision of SBFP-COS

The SBFP-COS shall be under the supervision of the Regional Director thru the Chief, Educational Support Services Division (ESSD), the Schools Division Superintendent through the Chief, Schools Governance and Operations Division (SGOD), and the Principal for the ROs, SDOs, and Schools, respectively.

The ROs/SDOs/Principals, shall ensure that the SBFP-COS completes and performs the tasks enumerated in Chapter 3 through the submission of an accomplishment report every 15th and 30th day of the month. Further, the accomplishment reports reviewed and approved by the Head or their designated Official, shall be submitted to the BLSS-SHD every month by email at sbfp@deped.gov.ph.

V. Roles and Responsibilities

a. Roles and Responsibilities of the BLSS-SHD (Central Office)

The BLSS-SHD shall be responsible for the following:

1. Download the funds to the SDOs through the ROs to cover the salaries for the period of twelve (12) months for the 15 COS of CKTCs;
2. Conduct orientation for the SBFP-COS about the activities, programs, and policies relative to the School-Based Feeding Program;
3. Supervise the SBFP-COS in performing the tasks according to the TOR;
4. Collect the monthly accomplishment report of the SBFP-COS; and
5. Participate in the conduct of screening of applicant SBFP-COS.

b. Roles and Responsibilities of the Regional/Schools Division Offices/Schools

The Regional Offices/Schools Division Offices shall be responsible for the following:

1. Allocate funding from the SBFP PSF for the salary of the SBFP-COS for twelve (12) months and ensure timely payments of salaries;
2. Conduct screening of the applicants for the SBFP-COS;
3. Prepare and manage the contract of the SBFP-COS, following the prescribed service agreement of the SBFP-COS (See Annex A);
4. Conduct orientation for the SBFP-COS about the activities, programs, and policies relative to the School-Based Feeding Program;
5. Supervise the SBFP-COS in performing the tasks according to the TOR; and
6. Review and approve the accomplishment report for submission to BLSS-SHD.

c. Roles and Responsibilities of the Schools

The Regional Offices/Schools Division Offices shall be responsible for the following:

1. Conduct orientation for the SBFP-COS about the activities, programs, and policies relative to the School-Based Feeding Program;
2. Supervise the SBFP-COS in performing the tasks according to the TOR; and
3. Review and approve the accomplishment report for submission to the SDO and to BLSS-SHD.

VI. Justification for Hiring

For the SBFP, the most recent development in the National Expenditure Program for FY 2024 is the doubled budget allocation at P11.7 Billion Pesos to cover all undernourished Kinder to Grade 6 learners for 220 days.

With the quantum leap expansion of the SBFP, it is greatly necessary to consider the SBFP as BIG program, thus needing additional technical and administrative support in the ROs/SDOs dedicated solely to the program. It is the first time that SBFP will be implemented year-round and it entails strengthened approach in monitoring the program, maintaining databases, monthly feedbacking of status, issues and concerns, among others.

In order to comply with the abovementioned legal bases and to carry out the implementation of the **School-Based Feeding Program**, there must be adequate staff to handle the work load of SBFP at all levels of DepEd staff and personnel (namely the Central Office, the Regional Offices, School Division Offices, and Schools).

Currently, the ESSD and SGOD, which serve as the division of the Regional/Schools Division Offices tasked to carry out all school health and nutrition programs/projects have already full work load. The hiring of Technical Assistants and Administrative Staffs will augment the current work load of the SBFP Focal Persons in order to ensure that the program will be implemented according to the implementation arrangements set by BLSS-SHD and that funds will be obligated and utilized to the highest extent possible for an efficient and effective implementation of the program .

For immediate implementation and dissemination.

Thank you very much.



Republic of the Philippines
Department of Education

DEC 16 2024

OFFICE ORDER
OO-OSEC-2024-306

AMENDMENTS TO OFFICE ORDER OO-OSEC-2023-023

(Updated Implementing Guidelines on the Hiring and Renewal of Contract
of Service Workers in the Department of Education Central Office)

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Division Chiefs
All Others Concerned

1. On February 13, 2023, the Department of Education (DepEd) issued an Office Order (OO) No. OO-OSEC-2023-023 titled, **Updated Implementing Guidelines in the Hiring and Renewal of Contract of Service (CoS) Workers in the Department of Education Central Office**, to institutionalize a uniform process in the hiring and renewal of CoS workers and to strengthen the effectiveness of the organization with the appropriate manpower requirements.
2. With due consideration of the concerns raised in the implementation of certain provisions, the **Department amends the following provisions under the said Order** which shall read as follows:

III. General Provisions

9. The term of the contract between the Department and the individual shall be for a **maximum period of one (1) year**, renewable at the discretion of the Head of Office, provided the requirements set in these guidelines are met. The effectivity of this engagement shall take effect in the beginning of CY 2025. However, the six-month service agreement shall be automatically applied starting January of every Presidential Election period.

The Hiring of CoS personnel including requests for change of work category shall be put on hold for the whole month of December. Only renewal of service agreements shall be strictly processed by the BHROD.

For the newly-hired CoS personnel, their first engagement should be a **maximum of six (6) months**.

3. The rates per work category shall be adjusted based on the comparable positions of the work category aligned with the new salary structure. The new rates shall be allotted and processed starting in **January 2025**.



Work Categories and Arrangements

Work Category	Education	Training	Experience	Rate
Skilled Professional Workers				
Technical Assistant IV (Attorney IV)	Bachelor of Laws or Juris Doctor	4 hours training	1 year of relevant experience	P74,000.00 Premium P7,400.00
Technical Assistant III (Attorney III)	Bachelor of Laws or Juris Doctor	2 hours training	6 months of relevant experience	P 67,000.00 Premium P6,700.00
Technical Assistant II	Bachelor of Laws	None Required	None Required	P48,000.00 Premium P4,800.00
Technical Assistant IV (Engineer III/Architect III)	Bachelor's degree in Engineering/Architecture	8 hours relevant training	2 years of relevant experience	P 52,000.00 Premium P5,200.00
Technical Assistant III (Engineer II/Architect II)	Bachelor's degree in Engineering/Architecture	4 hours relevant training	1 year of relevant experience	P 41,000.00 Premium P4,100.00
Technical Assistant IV (Medical Officer III)	Doctor of Medicine	4 hours training	1 year of relevant experience	P 67,000.00 Premium P6,700.00
Technical Assistant				
Technical Assistant IV	Bachelor's degree relevant to the job	32 hours of relevant training	3 years of relevant experience	P 67,000.00 Premium P6,700.00
Technical Assistant III	Bachelor's degree relevant to the job	24 hours of relevant training	2 years of relevant experience	P 48,000.00 Premium P4,800.00
Technical Assistant II	Bachelor's degree relevant to the job	8 hours of relevant training	1 year of relevant experience	P 38,000.00 Premium P3,800.00
Technical Assistant I	Bachelor's degree relevant to the job	None required	None required	P 28,000.00 Premium P2,800.00
Administrative Support Staff				
Administrative Support II	Completion of at least two years in college; or High School graduate with relevant specialization	8 hours of relevant training	1 year of relevant experience	P 22,000.00 Premium 2,200.00
Administrative Support I	At least junior high school graduate; or Grade 10 passer with	None required	None required	P 20,000.00 Premium 2,000.00

	relevant vocational/trade course			
General Services Group				
<ul style="list-style-type: none"> • Driver • Skilled Worker 	At least elementary school graduate	None Required	None Required	P18,000
<ul style="list-style-type: none"> • Utility Worker • Ground Maintenance • Caretaker • Messenger 		(For Driver, professional driver's license)		Premium: P1,800 P16,000 Premium: P1,600

4. All other issuances and provisions of issuances inconsistent with the aforementioned are repealed or modified accordingly.

5. Immediate dissemination of this Order is directed.


SONNY ANGARA
 Secretary

JDMC/APA, OO Amendment to OO-OSEC-2023-023
 0452 – December 9, 2024





Republic of the Philippines
Department of Education

DEC 27 2024

OFFICE ORDER
OO-OSEC-2024- 319

**DESIGNATION OF DR. MIGUEL ANGELO S. MANTARING AS OFFICER-IN-CHARGE,
OFFICE OF THE ASSISTANT SECRETARY FOR OPERATIONS**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Division Chiefs
All Others Concerned

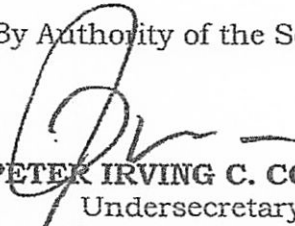
1. In view of the Personal travel of **Dr. Dexter A. Galban**, Assistant Secretary for Operations, and in the exigency of service, **Dr. Miguel Angelo S. Mantaring**, Director IV of Bureau of Learner Support Services, is designated as Officer-in-Charge (OIC), Office of the Assistant Secretary for Operations effective December 23,26-27,2024 and Jan.2-3 2025.

2. As OIC, **Dr. Mantaring** shall sign official correspondence in the following manner:

DR. MIGUEL ANGELO S. MANTARING
Director IV
Bureau of Learner Support Service
Officer-in-Charge
Office of the Assistant Secretary for Operations

3. Immediate dissemination of this Order is directed.

By Authority of the Secretary:


PETER IRVING C. CORVERA
Undersecretary
Office of the Secretary

MCDK APA MPC, OO Designation of Dr. Mantaring as OIC of OASOPS
0437 – November 27, 2024





Republic of the Philippines
Department of Education

06-00090

ROUTING SLIP

This document has been encoded in the DepEd - Document Management System and routed to the appropriate office/s with the following information:

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 Document Code: **CO-BLSS1-2024-12-1596**
 Date and Time Added: **2024-DEC-26 10:27:32 AM**
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To ensure the traceability and continuity of the document, kindly update all actions taken using the same document code.

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12-24	SHD	OD	FOR APPROVAL	mary 12/24/24 11:18 am
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1-7-25	OASOR-LBS	ONOPS	for approval	DEPARTMENT OF EDUCATION OFFICE OF THE UNDERSECRETARY FOR OPERATIONS RECEIVED BY: [Signature] DCC. # [Signature]
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