

Republic of the Philippines

Department of Education

Region VII, Central Visayas

**DIVISION OF CEBU PROVINCE**

Sudlon, Lahug, Cebu City



February 25, 2013

Division Memorandum

No. 120 s. 2013


## MULTIGRADE EDUCATION PROGRAM FUNDS SUBSIDY

To: OIC/ Assistant Schools Division Superintendent  
Education Supervisors/Coordinators  
District Supervisors/OICs  
Elementary School Heads

1. In consonance with DepEd Order No. 52 s. 2012, GUIDELINES ON THE UTILIZATION OF FINANCIAL SUPPORT FOR MULTIGRADE SCHOOLS, 2012-2013, this Office directs the concerned School Heads who are recipients of the funds subsidy to submit the required documents the soonest possible time in order to facilitate the processing of claims.  
(Attention: Mrs. Salud M. Luna)

2. The required documents are the following:  
a.) School Improvement Plan (SIP)  
b.) Annual Implementation Plan (AIP)  
c.) School Operating Budget (SOB)  
d.) Copy of Fidelity Bond

3. Immediate dissemination of this Memorandum is desired.

  
**ARDEN D. MONISIT, Ed. D.**  
Schools Division Superintendent

Telephone Numbers:

Schools Division Superintendent: (032) 255-6405  
Accounting Section: (032) 254-2632  
Disbursing Section: (032) 255-4401

Website : [www.depedcebuprovince.ph](http://www.depedcebuprovince.ph)