



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
Schools Division of Negros Oriental

**Office of the Schools Division  
Superintendent**

SEP 15 2022

DIVISION MEMORANDUM

No. **719**, s. 2022

**DISSEMINATION OF REGIONAL MEMORANDUM NO. 785, SERIES OF 2022,  
"SUBMISSION OF FY 2021 ANNUAL REPORT ON SPECIAL EDUCATION FUND"**

To: Assistant Schools Division Superintendents  
Chief, CID and SGOD, EPS, PSDSs, SEPS & EPS II  
Unit Heads, Elementary and Secondary School Heads  
All Others Concerned

1. The Regional Memorandum No. 785, series of 2022 and OUF Memorandum No. 2022-490 are herein attached reiterating the compliance of the submission of the Special Education Fund report for Fiscal Year 2021.
2. All Public Schools District Supervisors are requested to upload duly signed SEF Accountability Form No. 1 (Annex B) to <https://tinyurl.com/SEF2021Reports> on or before September 15, 2022. Copy furnished the EPMO at [epmo@deped.gov.ph](mailto:epmo@deped.gov.ph) and the Regional Office through [deped7BUDGET@yahoo.com](mailto:deped7BUDGET@yahoo.com).
3. For widest dissemination and immediate compliance.

**SENEN PRISCILLO P. PAULIN, CESO V**  
Schools Division Superintendent  
Office of the Schools Division Superintendent

9/14/22

SPP/MKP/JMA/NLR/SGOD/HBT/rocc  
September 14, 2022



**Address:** Kagawasan Avenue, Capitol Area, Daro, Dumaguete City  
**Telephone Nos.:** (035)225-2838 / 225-2376 / 422-7644  
**Email Address:** [negros.oriental@deped.gov.ph](mailto:negros.oriental@deped.gov.ph)

Annex B

SEF Budget Accountability Form No. 1

**REPORT of SEF UTILIZATION**

For the Quarter Ending \_\_\_\_

Province/City/Municipality \_\_\_\_\_

Receipt from SEF

P \_\_\_\_\_

Less : **DISBURSEMENTS** (broken down by expense class and by object of expenditures)

**Personal Services**

_____	_____
_____	_____
_____	_____

**Maintenance and Other Operating Expenses**

_____	_____
_____	_____
_____	_____

**Capital Outlays**

_____	_____
_____	_____
_____	_____

**Financial Expenses**

_____	_____
_____	_____
_____	_____

**Sub-total  
Balance**

P \_\_\_\_\_  
=====

**Prepared by:**

\_\_\_\_\_  
Local Accountant

**Approved by:**

\_\_\_\_\_  
LCE, Chairman, LSB



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

SEP 1 2022

REGIONAL MEMORANDUM

No. **0783**, s. 2022

**SUBMISSION OF FY 2021 ANNUAL REPORT ON SPECIAL EDUCATION FUND**

To: Schools Division Superintendents  
Assistant Schools Division Superintendents  
All Others Concerned

1. For the information and guidance of all concerned, attached is a copy of Memorandum OUF-2022-0490 entitled "Submission of FY 2021 Annual Report on Special Education Fund" issued by the Office of the Undersecretary for Finance.
2. Attention is invited on the 2<sup>nd</sup> Paragraph of the said Memorandum on the submission of SEF Accountability Form No. 1 to the EPMO through email at [epmo@deped.gov.ph](mailto:epmo@deped.gov.ph) copy furnished the Office of the Undersecretary for Finance and the Regional Office through [deped7BUDGET@yahoo.com](mailto:deped7BUDGET@yahoo.com) on or before September 15, 2022.
3. Immediate and wide dissemination of this Memorandum is desired.

**SALUSTIANO T. JIMENEZ JD, EdD, CESO V**  
Director IV  
Regional Director

REL/CAC/TTU/abw



Address: Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
Telephone Nos.: (032) 231-1433; (032) 414-7399  
Email Address: [region7@deped.gov.ph](mailto:region7@deped.gov.ph)



Republic of the Philippines  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY FOR FINANCE

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MEMORANDUM  
OUF-2022-0490

TO : REGIONAL DIRECTORS  
SCHOOLS DIVISION SUPERINTENDENTS

FROM : ANNALYN M. SEVILLA  
Undersecretary for Finance

ATTY. OMAR ALEXANDER V. ROMERO  
Assistant Secretary for Finance

SUBJECT : SUBMISSION OF FY 2021 ANNUAL REPORT ON SPECIAL  
EDUCATION FUND

DATE : September 8, 2022

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Joint Circular No. 1 s. 2017 "Revised Guidelines on the Use of the Special Education Fund (SEF)" among the Department of Budget and Management (DBM), Department of Education (DepEd), and Department of the Interior and Local Government (DILG), indicates that the Local School Board (LSB), through the DepEd representative in the LSB, shall submit to DepEd quarterly and annual reports on the use of SEF to promote monitoring, transparency, and accountability. Further, Section No. 3 of the DepEd Order No. 10 Series of 2017, "Revised Guidelines on the Use of the Special Education Fund (SEF)," requires that all reportorial requirements for submission to the DepEd Central shall be addressed to the Office of the Undersecretary for Finance.

Therefore, this Office requests the submission of the FY 2021 SEF Annual Report using the SEF Accountability Form No. 1 or Annex B prepared by the LGU Accountant and submitted to the respective School Division Office. The SEF report shall be forwarded to the Education Programs Management Office (EPMO) through email at [epmo@deped.gov.ph](mailto:epmo@deped.gov.ph), copy furnished [usec.financebpm@deped.gov.ph](mailto:usec.financebpm@deped.gov.ph), on or before September 15, 2022.

For questions/clarifications, please get in touch with Ms. Cariz Constantine G. Dosol, through email at [epmo@deped.gov.ph](mailto:epmo@deped.gov.ph) or mobile number + 63 968-264-7572.

For your compliance.