



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

06 Aug 2026

DIVISION MEMORANDUM

SGOD-2026-183

ADDITIONAL INFORMATION ON THE PROVISION OF CLEAN-UP AND CLEARING
OPERATIONS AND MINOR REPAIR FUNDS TO IDENTIFIED SCHOOLS
AFFECTED BY THE 7.8 MAGNITUDE EARTHQUAKE

To: Assistant Schools Division Superintendent
Public Schools District Supervisors Concerned
Public Elementary and Secondary School Heads

1. Relative to Division Memorandum SGOD-2026-173 titled **Provision of Clean-Up and Clearing Operations (CUCO) and Minor Repair (MR) Funds to Identified Schools Affected by the 7.8 Magnitude Earthquake**, all recipient schools are directed to submit the additional documentary requirements and abide by the procedures mentioned herein to ensure that all transactions are properly supported and undertaken in accordance with the existing accounting and auditing rules and regulations:

a. List of Documentary Requirements

- i. One copy of Activity Design (AD)
- ii. One copy of Work and Financial Plan (WFP)
- iii. One copy of Activity Request (AR)
- iv. One copy of Project Procurement Management Plan (PPMP)
- v. One copy of Detailed Program of Works (POW)

b. Timeline for submission of all documentary requirements and liquidation reports

17 August 2026	Submission of draft documentary requirements to the Division DRRM Office for initial checking and validation.
31 August 2026	Submission of the final and approved documentary requirements.
15-30 September 2026	Submission of complete liquidation documents and supporting reports for the downloaded funds.

2. The final CUCOMR allocations and editable file of the requirements can be downloaded from https://bit.ly/CUCOMR_FinalAllocation_Form_Template. All concerned schools are expected to utilize the prescribed templates to ensure uniformity, completeness, and compliance with the required documentation procedures.





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3. For inquiries, contact Mr. Marlon P. Agad, Division DRRM Coordinator, at 0947-7754-660.
4. For the information, guidance, and appropriate action of all concerned.

RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

Encl.: N o n e

Reference: As stated

To be indicated in the Perpetual Index
under the following subjects:

FORMS
REPORTS

Adriano A. Daligdig/SGOD/MLA – additional information on the provision of clean-up and clearing operations and minor repair funds to identified schools affected by the 7.8 magnitude earthquake

0555/August 6, 2026

