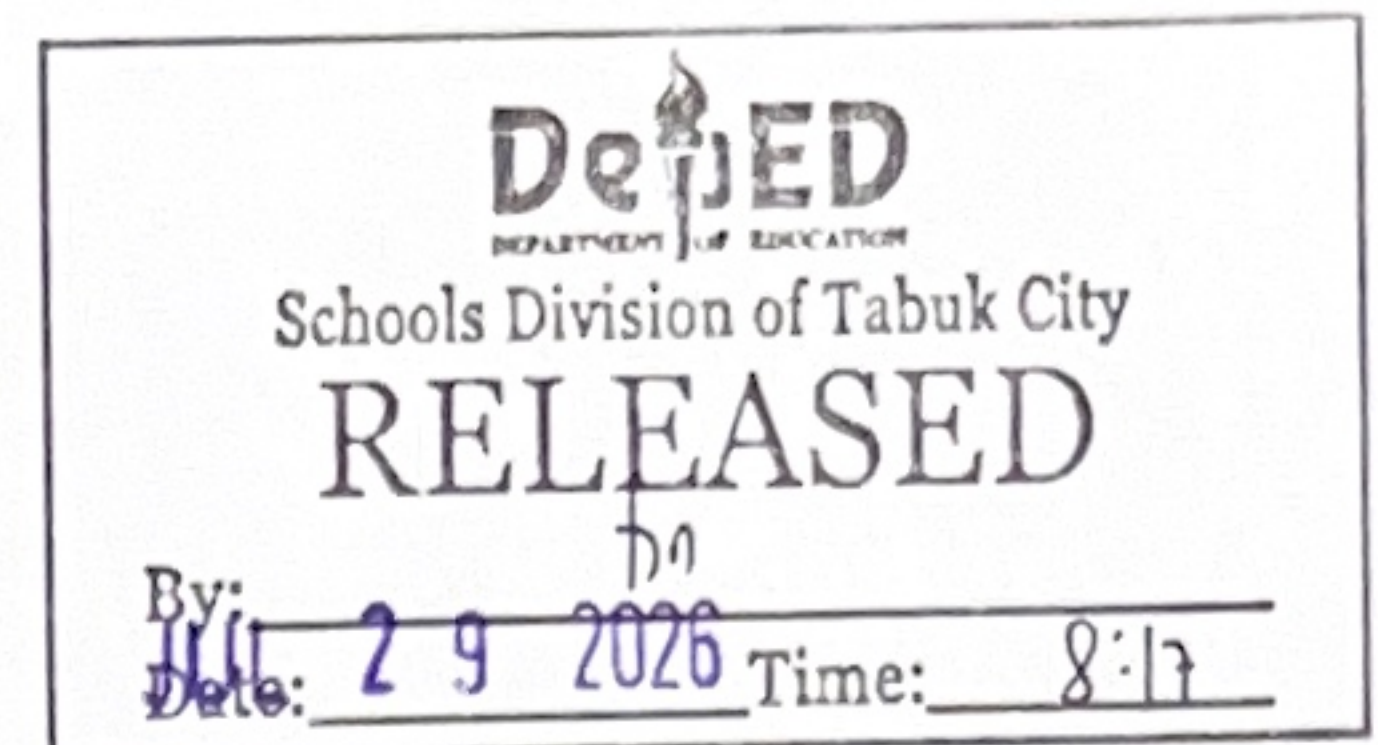




Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City



Office of the Schools Division Superintendent

27/July/2026

DIVISION MEMORANDUM

NO. **336** s. 2026

To: Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned.

Downloading of Additional Special Needs Education (SNED) Program Support Fund (PSF) for Implementing Schools

1. Pursuant to RM 450, s. 2026 entitled "**Downloading of Additional Special Needs Education Program Support Fund to Schools Division Offices**" dated June 15, 2026, this office informs the additional recipient schools on the downloading of the FY 2026 SNED PSF to schools with Learners with Disabilities (LWDs), amounting to P 252,500.00.
2. All recipients shall be guided by DepEd Order 042 s. 2021 in the utilization of SNED Program Support Fund giving priority to 6.6.1-Formal assessment or rehabilitation of LWDs by medical or allied medical specialist.
3. To ensure the utilization and obligation of the SNED Support Fund for LWDs, recipient schools shall prepare their Work and Financial Plan (WFP). A copy of approved WFP shall be submitted to the SNED Focal person and SDO Accounting Office for monitoring on or before August 14, 2026.
4. Enclosed are the following for guidance:
 - a. **Enclosure 1:** List of Additional SNED PSF Recipient Schools with Amount Downloaded
 - b. **Enclosure 2:** Template on the Quarterly Utilization Report
5. Immediate dissemination and strict compliance of this memorandum is desired.

CHRISTOPHER C. BENIGNO PhD, EdD, CESO VI
Assistant Schools Division Superintendent
OIC-Schools Division Superintendent



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Enclosure 1. Breakdown of SNED PSF Allocation per School

1.a. Elementary

District	#	School	School ID	Learners with Difficulties			Amount
				Male	Female	Total	
NTD 1	1	Appas IS	502380	6	4	10	20,000.00
ETD 1	2	Bulanao CS	136086	11	6	17	25,000.00
WTD 2	3	Bullaguian ES	136162	1	0	1	2,500.00
WTD 1	4	Calanan ES	136164	8	1	9	7,500.00
WTD 1	5	Callagan ES	137049	1	0	1	3,000.00
STD 1	6	Callagdao ES	136088	4	2	6	10,000.00
NTD 1	7	Casigayan ES	136004	9	7	15	22,000.00
ETD 2	8	Dananao ES	220522	1	1	2	2,500.00
WTD 2	9	Guilayon IS	502123	4	2	6	7,500.00
ETD 1	10	Ipil IS	502483	3	1	4	10,000.00
ETD 2	11	Lacnog IS	501971	4	1	5	5,000.00
NTD 2	12	Laya IS	502132	3	3	6	10,000.00
ETD 3	13	Malalao ES	130103	2	0	2	2,500.00
WTD 2	14	Nambucayan ES	136184	5	1	6	10,000.00
STD 1	15	Namnama ES	136108	4	2	6	10,000.00
WTD 2	16	Naneng ES	136176	3	3	6	2,500.00
WTD 1	17	New Tanglag ES	136177	2	0	2	5,000.00
WTD 1	18	Tangbay ES	136182	4	2	9	7,500.00
WTD 1	19	Toppan IS	501889	6	1	7	7,500.00
WTD 1	20	Western Tabuk CS	136183	2	0	2	2,500.00
Total				83	37	120	₱172,500.00

1.a. Secondary

District	#	School	School ID	Learners with Difficulties			Amount
				Male	Female	Total	
NTD 1	1	Bado Dangwa NHS	319104	8	6	14	20,000.00
ETD 1	2	Cudal NHS	305203	4	1	5	5,000.00
WTD 2	3	Lacnog IS	501971	1	0	1	2,500.00
WTD 1	4	Naneng NHS	304206	12	5	17	35,000.00
WTD 1	5	Tabuk City NHS	305221	3	6	9	7,500.00
STD 1	6	Tuga NHS	305226	7	3	10	10,000.00
Total				35	21	56	₱80,000.00



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Enclosure 2. Template for the Submission of Utilization Report for the
Implementing Schools

School: _____

Quarter: _____

Particulars	Amount Downloaded	Amount Obligated	Amount Disbursed	Amount Unobligated

Plans for the Unobligated Amount

Activities	Allocated Amount	Expected Month of Conduct
Total		

Issues and Concerns

Issues/Concerns	Recommendations

Prepared by:

School Head

Noted:

PSDS

