



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

REGIONAL MEMORANDUM

No. 215, s. 2026

FEB 27 2026

To: Schools Division Superintendent
All Others Concerned

**SUBMISSION OF REPORT FOR PROGRAMS UNDER THE
SPECIAL EDUCATION FUND (SEF)**

1. In line with the recently issued Memorandum from the Office of the Secretary regarding the Submission of Report for Programs under the Special Education Fund (SEF), all Schools Division Offices (SDOs) in the Negros Island Region are hereby directed to submit their respective SEF reports for FY 2026.
2. The report shall include the following information:
 - a) **Current programs supported by SEF**, including their objectives, expenditures, and allocations; and
 - b) **Proposed expanded/new programs supported by SEF**, including objectives, target beneficiaries, and proposed allocations, consistent with the newly signed Joint Memorandum Circular on the use of SEF.
3. The Schools Division Superintendents are instructed to ensure the **accuracy, completeness, and timeliness** of the submitted reports. The prescribed report template (**Annex A**) shall be strictly used.
4. All accomplished reports shall be **submitted on or before 27 February 2026 (Friday)** to nir@deped.gov.ph or shingfinance060225@gmail.com for consolidation and subsequent submission to the Central Office.
5. Considering the urgency of this matter and its importance for regional and national-level planning, **strict compliance is hereby enjoined**.
6. For guidance and immediate action.


RAMIR B. UYTICO EdD, CESO III
Regional Director

SMYL/FD-RM/SubmissionOfReportsForProgramsUnderTheSpecialEducationFund.



Address: Batinguel, Dumaguete City, 6200
Telephone Nos:
Email Address: nir@deped.gov.ph
Website: <https://tinyurl.com/nlr-gov-ph>



Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY

MEMORANDUM

TO : **Regional Directors
Schools Division Superintendents**

FROM : **ATTY. FATIMA LIPP D. PANONTONGAN**
Undersecretary and Chief of Staff



ATTY. EDSON BYRON K. SY

Assistant Secretary
Officer-In-Charge, Office of the Undersecretary for Finance

SUBJECT : **SUBMISSION OF REPORT FOR PROGRAMS UNDER THE
SPECIAL EDUCATION FUND (SEF)**

DATE : **20 February 2026**

In line with the signed Joint Circular on the Omnibus Guidelines for the Use of the Special Education Fund (SEF) and its reportorial requirements under Section 6.8, all Schools Division Offices (SDOs) are hereby directed to submit their respective SEF reports for FY 2026. Accordingly, all Schools Division Superintendents (SDS) shall submit their reports to their respective Regional Directors (RDs), who shall consolidate and transmit them to the Central Office, through the Office of Atty. Edson Byron K. Sy, OIC-Undersecretary for Finance. The RDs will present the consolidated SEF report at the next Management Committee meeting, tentatively scheduled on March 5, 2026.

The report shall include the following:

1. Current programs supported by SEF and its corresponding objectives, expenditures, and allocations
2. Proposed expanded/new programs supported by SEF and its target objectives and beneficiaries

The reports must be submitted on or **before February 27 (Friday)** to mancom.sec@deped.gov.ph. A template of the said report is provided in Annex A of this memorandum.

Thank you for your continued support and cooperation.



Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY

Annex A

A. Current Programs supported by SEF

Program	Objectives	Expenditure	Allocation

B. Proposed expanded/new programs supported by SEF with the newly signed JMC on the use of SEF

Program	Objectives	Target beneficiaries	Proposed Allocation

Prepared by:

[Name]
Schools Division Superintendent
[SDO]

Approved by:

[Name]
Regional Director
[Region]