



Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
Upper Session Road Extension, Baguio City 2600



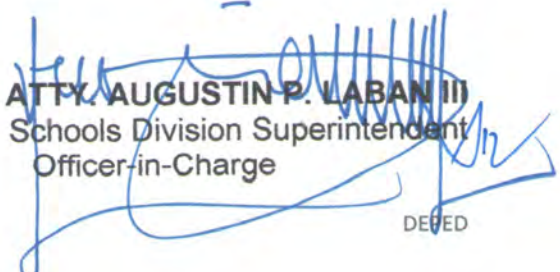
RECEIVED DIVISION OF
BAGUIO CITY
APR 03 2017
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OFFICE OF THE SUPERINTENDENT

Division Memorandum No. 112, S. 2017

**SUBMISSION OF ADOPT-A-SCHOOL PROGRAM (ASP) FIRST QUARTER
REPORT**

1. This is to remind all school heads and Adopt-a-School Program (ASP) coordinators regarding the submission of the ASP FIRST QUARTER REPORT, which covers all forms of ASP support received from January 3 to March 31, 2017.
2. A printed copy and soft copy of the report, together with the required attachments (i.e. Memorandum of Understanding/Agreement, Deed of Donation, and Deed of Acceptance, pictures), must be submitted to the Division Office SGOD-SOCMOB Section on or before April 15, 2017. All schools are expected to comply with this deadline.
3. The revised ASP quarterly report template is available for download at the Division website through: www.depedpines.com
4. For any related question or concern, you may contact the Division ASP Coordinator, ELAINE B. CABUAG at (074) 446-67-38 or email elainecabuag@gmail.com.
5. Immediate dissemination and compliance of this Memorandum is directed.


ATTY. AUGUSTIN P. LABAN III
Schools Division Superintendent
Officer-in-Charge

WHO CAN AVAIL TAX INCENTIVES ?

A private entity that intends to participate should have a credible track record to be supported by a certificate of registration with the Securities and Exchange Commission (SEC) or with the Cooperative Development Authority (CDA). The private entity should have been in existence for at least a year.

WHERE CAN A PRIVATE ENTITY OBTAIN THE CERTIFICATION/ENDORSEMENT SO THAT IT CAN AVAIL OF THE TAX INCENTIVES AS PROVIDED FOR UNDER THE ADOPT-A-SCHOOL LAW?

The private entity should request an endorsement from the DepEd Central Office in Pasig thru the Adopt-a-School Secretariat. The endorsement is approved by DepEd.

WHAT ARE THE REQUIREMENTS NEEDED BY THE REVENUE DISTRICT OFFICE OF THE BUREAU OF INTERNAL REVENUE (BIR) IN CONSIDERING THE APPLICATION OF THE PRIVATE ENTITY FOR TAX INCENTIVES?

The private entity applying for tax incentives must submit the following:

1. Duly notarized /approved Agreement
2. Duly notarized Deed of Donation
3. Duly notarized Deed of Acceptance
4. Official receipts showing the actual value of the donation, and
5. Certificate of title and tax declaration (if the donation is in the form of real property).

SCHOOLS DIVISION OF BAGUIO CITY # 82 Military Cut-off, Baguio City 2600

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Telefax : (074) 442-78-19
Website: www.depedpines.com
Email: depedbaguicity@gmail.com

Adopt-a-School Program Secretariat:

5th Floor, Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City, Philippines

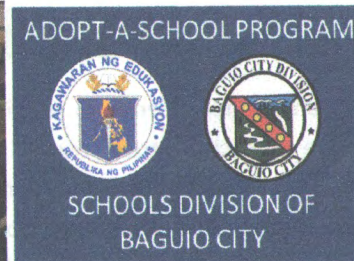
Phone: (02) 638 8637/ 638 8639
Fax: (02) 638 8639



Adopt-a-School Program

Invest in our future today.

DEPARTMENT OF EDUCATION
SCHOOLS DIVISION OF BAGUIO CITY



WHAT IS ADOPT-A-SCHOOL PROGRAM

Implemented based on the principles of volunteerism and multiple partnerships, the Adopt-a-School Program (ASP) of the Department of Education gives the private sector an opportunity to become dynamic and strong partners towards the noble goal of educating all Filipinos.

Under the Adopt-a-School Program, the adopting private entity which/who engages in providing assistance and services to the public schools shall be entitled to tax incentives of up to 150% arising from the total amount incurred in the donation made within the taxable year.

WHAT FORMS OF ASSISTANCE CAN BE PROVIDED TO SCHOOLS?

✓ Learning Environment

Infrastructure, classroom construction, rehabilitation or repair, furniture, toilet and wash facilities, chairs, tables, blackboards, desks, etc.

✓ Learning Support

Audio-visual educational materials such as e-books, educational films, e-libraries, and school supplies

✓ Technology Support

Computers, laptops, internet connectivity, electronic learning materials, TV set, projectors

✓ Health and Nutrition

School feeding programs, health care programs, medical-dental missions, deworming interventions, provision of vitamins, nutritional supplements, etc

✓ Reading Program

Reference and textbooks in different subjects, supplementary reading materials

✓ Training and Development

Training program, capacity building workshops for school heads and teachers, training for pupils/ students, field trips, etc

✓ Direct Assistance

Stipends, and other financial/material assistance

✓ Assistive Learning Devices for Students with Special Needs

Special chairs, tape recorders, specialized key boards, peripheral devices, etc

WHO CAN BE AN ASP PARTNER?

Any private individual, group, organization or institution, Local Government Units, Government Agencies and International company can become partners in education.

WHAT ARE THE BENEFITS OF BEING AN ASP PARTNER?

Active involvement in the Program can be mutually beneficial to both parties concerned. While DepEd gets its schools improved, the adopting private entity in return, may obtain tax incentives, strengthened corporate image and goodwill within the school community.

