



Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**



July 29, 2024

**DIVISION MEMORANDUM**

No. ~~413-2024~~

**DOWNLOADING OF THE FISCAL YEAR (FY) 2024 SPECIAL NEEDS  
EDUCATION PROGRAM SUPPORT FUNDS TO RECIPIENT SCHOOLS**

To: CID Chief Education Supervisor  
Education Program Supervisors  
Public Schools District Supervisors  
School Heads  
Non-Teaching Personnel  
All Others Concerned

1. In accordance with Regional Memorandum No. 480, s. 2024, titled "**Downloading of the Fiscal Year (FY) 2024 Special Needs Education Program Support Fund**," this office announces that the Division of Baguio City has been allocated an amount of 2,347,000.00. This amount will be distributed to recipient schools and the Division Office.
2. All recipient schools shall be guided by DepEd Order No. 42, s. 2021 as amended by DepEd Order No. 18, s. 2022 in the utilization of SNED Program Support Funds. However, for this Fiscal Year, the following shall be prioritized:
  - a. Recipient schools shall prioritize the formal assessment or rehabilitation of LWDs by Medical or Allied Medical Specialists, and the acquisition of specialized materials, devices, and equipment for instructional purposes of learners with disability/difficulty.
  - b. Recipient Schools Division Offices shall prioritize using the SNED PSF for the monitoring of the SNED Program Implementation and Orientation of Core Trainers of SNED Programs
3. School heads, under the guidance of their PSDS, are required to prepare and submit their respective Work and Financial Plan (WFP), Project Procurement Management Plan (PPMP), and School Operating Budget (SOB) of the SNED Program Support Fund for Learners with Disabilities and shall be submitted to the Budget Section on or before August 23, 2024.
4. Enclosed are the following:



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- a. Breakdown of SNED PSF allocation per school
  - b. Template for submission of report on the utilization of the SNED Fund every Last Quarter
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5. The SPED Center being converted into an Inclusive Learning Resource Center (ILRC) shall also be provided with PSF intended to procure assistive devices, supplies, and equipment to make the ILRC functional.
  6. For queries and clarifications, kindly contact Juliet C. Sannad, Chief-CID at 619-3491.

**SORAYA T. FACULO, PhD, CESO VI**  
Asst. Schools Division Superintendent  
OIC- Office of the Schools Division Superintendent



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Enclosure 1 to Division Memorandum \_\_\_\_\_

**Breakdown of SNED PSF Allocation per School**

**ELEMENTARY**

School ID	School Name	Male	Female	Total	Amount
136380	Adiwang Elementary School	8	4	12	35,000.00
136381	Aguinaldo Elementary School	16	10	26	35,000.00
136382	Baguio Central School	40	21	61	75,000.00
136383	Dominican-Mirador Elementary School	2	1	3	5,000.00
136384	Dontogan Elementary School	4	5	9	10,000.00
136385	Josefa Cariño Elementary School	16	4	20	35,000.00
136386	Pacday Quinio Elementary School	19	5	24	35,000.00
136387	Quezon Hill Elementary School	38	13	51	75,000.00
136388	Elpidio R. Quirino Elementary School	6	4	10	10,000.00
136389	San Carlos Heights Elementary School	24	14	38	55,000.00
136391	Sto. Tomas Elementary School	10	6	16	35,000.00
221505	Irisan Elementary School	3	0	3	5,000.00
221506	Fairview Elementary School	6	7	13	35,000.00
136402	Gibraltar Elementary School	18	6	24	35,000.00
136404	Rizal Elementary School	14	4	18	35,000.00
136405	Bakakeng Elementary School	22	15	37	55,000.00
136406	Camp 7 Elementary School	37	14	51	75,000.00
136407	Cyrstal Cave Elementary School	10	3	13	35,000.00
136408	Doña Aurora H. Bueno Elementary School	12	3	15	35,000.00
136409	Fort del Pilar Elementary School	19	8	27	35,000.00
136410	Happy Hollow Elementary School	6	1	7	10,000.00
136411	Jose P. Laurel Elementary School	3	2	5	5,000.00
136412	Lindawan Elementary School	1	0	1	5,000.00
136413	Loakan Elementary School	40	16	56	75,000.00
136414	Manuel L. Quezon Elementary School	4	1	5	5,000.00
136415	Manuel A. Roxas Elementary School	28	15	43	55,000.00
136416	San Vicente Elementary School	10	8	18	35,000.00
136417	SPED Center (FL)	225	94	319	335,000.00
221501	Kias Elementary School	17	1	18	35,000.00
221502	Baguio Country Club Village ES	2	1	3	5,000.00
221503	Springhills Elementary School	2	0	2	5,000.00
136392	Alfonso Tabora Elementary School	26	15	41	55,000.00
136393	Bonifacio Elementary School	15	4	19	35,000.00
136394	Lucban Elementary School	47	16	63	75,000.00
136396	Pinget Elementary School	11	4	15	35,000.00
136397	Pinsao Elementary School	7	0	7	10,000.00
136398	Quirino Hill Elementary School	2	1	3	5,000.00
136399	Don Mariano Marcos Elementary School	1	0	1	5,000.00
136400	Doña Aurora Elementary School	8	3	11	35,000.00
136401	Doña Nicasia Puyat Elementary School	1	0	1	5,000.00
136403	Apolinario Mabini Elementary School	43	31	74	95,000.00
221504	Brookspoint Elementary School	22	12	34	55,000.00



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JUNIOR HIGH SCHOOL					
School ID	School Name	Male	Female	Total	Amount
303115	Philippine Science High School-CAR	1	0	1	3,000.00
305269	Baguio City High School-Main	30	22	52	60,000.00
305270	Doña Aurora National High School	32	20	52	60,000.00
305271	Bakakeng National High School	10	10	20	20,000.00
305272	Fort del Pilar National High School	10	6	16	20,000.00
305273	Happy Hollow National High School	6	3	9	6,000.00
305274	Lindawan National High School	1	0	1	3,000.00
305275	Mil-an National High School	15	11	26	20,000.00
305276	Rizal National High School	3	15	18	20,000.00
305277	Roxas National High School	5	2	7	6,000.00
305278	San Vicente National High School (Integrated Senior High School)	10	0	10	6,000.00
305279	Sto. Tomas National High School	10	8	18	20,000.00
305280	Irisan National High School	16	13	29	20,000.00
305281	Pines City National High School	57	20	77	80,000.00
305283	Magsaysay National High School	16	6	22	20,000.00
305284	Joaquin Smith National High School	19	9	28	20,000.00
305285	Pinsao National High School	1	0	1	3,000.00
305287	Quezon Hill National High School	7	10	17	20,000.00
319302	Dominican-Mirador National High School	3	0	3	3,000.00
319304	Hillside National High School	4	4	8	6,000.00
340055	Baguio City National Science High School	0	3	3	3,000.00
305282	Guisad Valley National High School	18	12	30	20,000.00

SENIOR HIGH SCHOOL					
School ID	School Name	Male	Female	Total	Amount
305269	Baguio City High School - Main	2	1	3	3,000.00
305270	Doña Aurora National High School	11	6	17	20,000.00
305273	Happy Hollow National High School	4	3	7	6,000.00
305275	Mil-an National High School	1	2	3	3,000.00
305278	San Vicente National High School (Integrated Senior High School)	1	3	4	3,000.00
305279	Sto. Tomas National High School	0	1	1	3,000.00
305281	Pines City National High School	4	3	7	6,000.00
305284	Joaquin Smith National High School	1	1	2	3,000.00
305287	Quezon Hill National High School	0	1	1	3,000.00
340055	Baguio City National Science High School	14	18	32	40,000.00
305282	Guisad Valley National High School	0	1	1	3,000.00

Division Office					85,000.00
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Enclosure 2 to Division Memorandum

**School Report on Implementation of Activities on the use of SNED Program Support Fund FY 2024**

School: \_\_\_\_\_ School Head: \_\_\_\_\_ Amount Downloaded: \_\_\_\_\_

Output	Activities/Objects of Expenditure	Performance Indicator	Target		Accomplishment		Remarks
			Physical	Financial	Physical	Financial	

**Plans for Unobligated Amount**

Fill out this part if amount given is unobligated at the last quarter of the fiscal year.

School	Object of Expenditure (of unobligated amount)	Allocated Amount	Expected Month of Conduct

Prepared

SNED Coordinator

Noted

School Head

