



Republic of the Philippines  
Department of Education  
REGION VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF BOHOL

Office of the Schools Division  
Superintendent

January 11, 2023

DIVISION MEMORANDUM  
No. **0016** , s. 2023

**REQUEST FOR THE SUBMISSION OF NON-TEACHING PERSONNEL (NTP) SURVEY  
PER SCHOOL TO ASSIST IN THE DSWD PANTAWID PAMILYA PILIPINO PROGRAM  
(4P's)**

To: Assistant Schools Division Superintendent  
Chief, CID and SGOD  
Public Schools District Supervisors/APSDS  
School Heads  
All Others Concerned

1. Attached is a Regional Memorandum No. 0019, s. 2023 entitled "**REQUEST FOR THE SUBMISSION OF NON-TEACHING PERSONNEL (NTP) SURVEY PER SCHOOL TO ASSIST IN THE DSWD PANTAWID PAMILYA PILIPINO PROGRAM (4P's)**" dated January 9, 2023.
2. Furthermore, this Office is also requesting the schools to designate their School's Non-Teaching Personnel 4P's Coordinator. The designated School NTP 4P's Coordinator shall submit the survey result through this link: <https://tinyurl.com/bohol4Pstracker> on or before **January 20, 2023**.
3. Immediate dissemination of this Memorandum is desired.

  
**BIANITO A. DAGATAN EdD, CESO V**  
Schools Division Superintendent



SDS/ASDS/SGOD/DGG/abd



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Republic of the Philippines  
**Department of Education**  
 REGION VII – CENTRAL VISAYAS

Office of the Regional Director

JAN 09 2023

REGIONAL MEMORANDUM

No. **0019**, s. 2023

**REQUEST FOR THE SUBMISSION OF NON-TEACHING PERSONNEL (NTP) SURVEY PER SCHOOL TO ASSIST IN THE DSWD PANTAWID PAMILYA PILIPINO PROGRAM (4P's)**

To: Schools Division/City Superintendents  
 Officers-in-Charge of Regular/Interim Divisions  
 All Others Concerned

1. The Department of Education issued a Memorandum on lessening the non-teaching workloads of our teachers particularly on the DSWD-related reports of the 4Ps. However, to ensure that the education cash subsidy for the 4Ps beneficiaries will be downloaded correctly and promptly and to uphold the essence of partnership with the Department of Social Welfare and Development (DSWD), this Office is requesting the Schools Division Offices (SDO) to conduct a survey on the non-teaching personnel of your elementary and secondary schools who may possibly assist the DSWD field personnel in accomplishing the bi-monthly conduct of their Compliance Verification System Form of the 4P's children.

2. Furthermore, this Office is also requesting the SDOs to designate Division 4Ps Coordinator / Focal Person preferably the PDO-I or Youth Formation Coordinator(s) since this involved the welfare of the 4Ps monitored learners / youths in Education and submit a duly approved designation to the ESS Division of the Regional Office through email at [essd.seven@deped.gov.ph](mailto:essd.seven@deped.gov.ph). They shall be mobilized for the requested NTP survey.

3. The designated Division 4Ps Focal Person shall **submit the survey result** to the same email address using the form below **on or before January 20, 2023**.

Name of School	Mark (√) of the school level		Target No. of 4P's Beneficiaries	Actual No. of Enrolled / Reached / Serviced 4Ps Beneficiaries	Name of School NTP Coordinator	Designation		Remarks
	Elem	Sec				DepEd Hired	LGU / Brgy JO Hired	

4. Immediate dissemination of this Memorandum is desired.

**SALUSTIANO T. JIMENEZ EdD, JD, CESO V**  
 Director IV  
 Regional Director

STJ/CAE/ESSD/TTP/BV/JY



Address: Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
 Telephone Nos.: (032) 231:1433; (032) 414-7399  
 Email Address: [region7@deped.gov.ph](mailto:region7@deped.gov.ph)



DSWD-GF-010 | REV 01 | 17 AUG 2022

December 12, 2022

**Director SALUSTIANO T. JIMENEZ, CESO V**  
Department of Education  
Doña M. Gaisano St., Sudlon Lahug, Cebu City

Dear **Director Jimenez**:

Greetings!

This is with regards to your letter re: Department of Education's (DepEd) participation on Pantawid Pamilyang Pilipino Program (4Ps) implementation dated November 16, 2022, which we received on November 28, 2022. We appreciate your continued support to the implementation of the Program and your usual assistance to our field staff in your respective schools.

We would also like to inform your office that the National Program Management Office (NPMO) of the Department has already conducted a series of meetings with the Department of Education Central Office represented by Undersecretary for Governance and Field Operations Revsee Escobedo, with the following discussion points and agreements:

- a. DepEd reiterates that non-teaching personnel will continue the attendance monitoring of Pantawid monitored children;
- b. Interoperability and harmonization of Pantawid Pamilya Information System and Learner's Information System to get compliance of 4Ps monitored children on Education.

Relative to this, we humbly request that we wait for the final instruction from the Department of Education Central Office on the transition and turnover of attendance data of your respective schools to our DSWD field personnel.

We look forward to your continuous support and participation with DSWD - "*Bawat Buhay Mahalaga.*"

Thank you and more power.

Very truly yours,

**SHALAINÉ MARIE S. LUCERO, CESO IV**  
Regional Director



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS

Office of the Regional Director

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REGIONAL MEMORANDUM

No. \_\_\_\_\_, s. 2022

**ANNOUNCING THE TURNOVER OF THE MONITORING AND GENERATION OF REPORTS OF THE PANTAWID PAMILYANG PILIPINO PROGRAM (4Ps) TO THE DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT (DSWD)**

To: Schools Division/City Superintendents  
Officers-in-Charge of Regular/Interim Divisions  
All Others Concerned

1. Attached is **OASGFO Memorandum No. 2022-067** dated November 7, 2022 from the Office of the Assistant Secretary for Governance and Field Operations (OASGFO) signed by Undersecretary Revsee A. Escobedo and Assistant Secretary Francis Cesar B. Bringas entitled "*Turnover of the Pantawid Pamilyang Pilipino Program (4Ps) Monitoring and Generations of Reports to the Department of Social Welfare and Development*".
2. This is supported by a Memorandum from DepEd Undersecretary and Chief of Staff Epimaco V. Densing III to Usec. Revsee Escobedo of the OUGFO dated October 26, 2022 and in reference to the letter of DepEd Undersecretary and Chief of Staff Epimaco V. Densing III addressed to the DSWD Secretary Erwin T. Tulfo dated October 20, 2022, which are also attached hereto.
3. This pertains to the objective of the Department **to lessen the non-teaching workload of the teachers** and as such, **DepEd shall no longer allow its teachers to facilitate the monitoring and generation of reports for the 4Ps** in their respective schools.
4. Schools Division Superintendents, School Heads and other concerned personnel are hereby requested to coordinate and facilitate the immediate transition and turnover of the aforementioned tasks to the respective DSWD and LGU counterparts.
5. Immediate dissemination of this Memorandum is desired.

**SALUSTIANO T. JIMENEZ EdD, JD, CESO V**  
Director IV  
Regional Director