



Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim

**OUA MEMO 00-0721-0076**  
**MEMORANDUM**  
13 July 2021

For: **All Units/Offices Concerned**  
(Department of Education Central Office)  
**Regional Directors**  
**Schools Division Superintendents**



Subject: **REQUEST FOR DATA ON PROGRAMS AND ACTIVITIES  
CONDUCTED FROM FISCAL YEAR 2015 TO 2020**

Recognizing the need to continuously improve the delivery of Basic Education through the holding of various activities, the Department of Education (DepEd), in partnership with the Department of Transportation (DOTr), is now in the preliminary discussion on the DepEd Integrated Development Plan.

In this regard, the OUA would like to request the submission of data on Programs, Projects and Activities of Offices in all governance levels covering the period of 2015 to 2020 to [as.amd@deped.gov.ph](mailto:as.amd@deped.gov.ph) on or before **30 July 2021**. Please use the template provided in Annex A.

For further queries on the matter, kindly coordinate with **Ms. Maritess L. Ablay**, Chief Administrative Officer of the Asset Management Division through email: [maritess.ablay@deped.gov.ph](mailto:maritess.ablay@deped.gov.ph) and phone (02) 86350551.

Thank you.

  
  
**ALAIN DEL B. PASCUA**  
Undersecretary



**Office of the Undersecretary for Administration (OUA)**

*[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers' Camp (BTC), Central Security & Safety Office (CSSO)]*

Department of Education, Central Office, Meralco Avenue, Pasig City  
Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: +63286337203, +63286376207  
Email: [usec.admin@deped.gov.ph](mailto:usec.admin@deped.gov.ph); Facebook/Twitter @depeditayo

Annex A

**OFFICE ACTIVITIES FROM 2015 TO 2020**

<b>Output Code (OC)</b>	<b>Programs/ Projects</b>	<b>Activity Code (AC)</b>	<b>Activities</b>	<b>No. of Participants</b>	<b>No. of Days</b>	<b>Approved Budget</b>

Prepared by:

Noted/Approved by:

Name:  
Position:

Name:  
Position: