



Republic of the Philippines  
Department of Education  
Region VI-Western Visayas  
SCHOOLS DIVISION OF KABANKALAN CITY

DIVISION MEMORANDUM

No. 280, s. 2023

JUL 25 2023

GUIDELINES ON THE UTILIZATION OF 2023 PROGRAM SUPPORT FUNDS FOR  
THE IMPLEMENTATION OF THE NATIONAL LEARNER CAMP (NLC)  
SPECIFICALLY FOR THE PROVISION OF MEAL EXPENSES

To: OIC-Asst. Schools Division Superintendent  
CID and SGOD Chiefs  
Public Schools District Supervisors  
Elementary & Secondary School Heads  
All Others Concerned

1. National Learning Camp (NLC) and other end-of-the-school-year (EOSY) break activities are part of DepEd's strategic efforts supporting the National Learning Recovery Program (NLR) in line with MATATAG Agenda that engage teachers and learners in a three-to-five week EOSY break voluntary learning activities. Since NLC entails the services of teachers beyond regular school days, DepEd desires to incentivize them through provision of meals subject to existing government budgeting, accounting, auditing, and procurement rules and regulations while they are in the implementation of the program. Thus, the allocation of **P250.00 per day per teacher** for 15-25 days to cover for their meal expenses of teachers shall be provided for the duration of the NLC.

2. In line with the above-mentioned provision, the allocation of P250 per day for 25 days per teacher amounting to **P6,250.00** during the duration of NLC shall be reimbursed to them with the following documentary requirements:

- Official Receipts showing that **FOOD ITEMS** were purchased provided that the total amount to be reimbursed shall not exceed the allowed provision;
- Approved Schedule by School Heads and PSDSs, and the
- List of Teachers per school with their corresponding LBP Account Nos. and amounts to be reimbursed based on the number of days served signed by the school head using the format below:

Name of Teacher	No. of Days Served	Amount (P250x No. of Days Served)	LBP Account No.

3. The reimbursement of the expenses of teachers on meals during the implementation of NLC **shall not be earlier than August 25, 2023.**

4. Widest dissemination and strict compliance of this Memorandum are desired.

**MICHELL L. ACOYONG, CESO VI**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent



Address: Tayum Street, Barangay 8, Kabankalan City, Negros Occidental  
Telephone Number: 471-2003  
E-mail: kabankalan.city001@deped.gov.ph