

Republic of the Philippines  
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS  
UL Complex, Pasig, Metro Manila

December 29, 1994

DECS O R D E R  
No. 87, s. 1994

DECENTRALIZATION OF DECS BUDGETING FUNCTIONS

To: Undersecretaries  
Assistant Secretaries  
Bureau Directors  
Regional Directors  
Schools Superintendents  
Directors of Services/Centers and Heads of Units  
Vocational School Superintendents/Administrators

1. Effective January 1995, regional directors of the Department of Budget and Management (DBM) shall be authorized to take final action on certain budgetary requests from this Department, as enumerated in the attached letter dated December 9, 1994.
2. Accordingly, all DECS regional directors are hereby delegated the corresponding authority to decide on and submit to their DBM counterparts for final action all such requests, subject to existing DECS policies, guidelines, standards and procedures governing the matter requested.
3. This delegated authority, which shall be exercised directly and with due discretion as the personal responsibility of the regional director, cannot be further delegated to subordinate officials. Depending on specific circumstances, however, regional directors may request that any of the delegated functions be delegated directly to the assistant regional director instead. Officers-in-charge may exercise the delegated authority if so specified in their designation orders.
4. Everyone is enjoined to diligently ensure that all existing policies, guidelines, standards and procedures are followed and observed in any and all actions by delegated authority. Any violation of such shall be the personal liability and responsibility of the officer concerned.
5. All requests pertaining to FY 1994 shall be acted upon by the Central Office if all supporting documents are complete and satisfactory. Otherwise, they shall be returned to the regional office concerned if the requests are covered by the authority delegated herein.

6. Other actions may be further delegated upon request and if found appropriate and warranted.

7. This Order shall take effect immediately.

(SGD.) RICARDO T. GLORIA  
Secretary

Incl.:  
As stated

Reference:  
None

Allotment: 1-2-3--(M.O. 1-87)

To be indicated in the Perpetual Index  
under the following subjects:

- ^ AUTHORITY
- ^ BUREAUS & OFFICES
- ^ FUNDS
- ^ OFFICIALS
- ^ RULES & REGULATIONS



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
MALACANANG, MANILA

09 December 1994

Hon. Ricardo Gloria  
Secretary  
Department of Education, Culture and Sports  
Pasig, Metro Manila

Thru: Undersecretary Luis R. Baltazar

Dear Secretary Gloria:

Consistent with the Framework for Governance of the Ramos Administration, we are pleased to inform you that we shall be expanding the scope of decentralization of DEM budgeting and management functions in order to be more responsive and supportive to the budget requirements of DECS field operations.

Effective January 1995, we shall delegate to our regional offices the authority to take final action on the following decentralized functions:

1. Approval of the annual work and financial plan.
2. Approval of the annual equipment procurement program of regional offices, school division offices and schools.
3. Issuance of Advices of Allotment (AAs) and corresponding Notices of Cash Allocation (NCAs) to the DECS Regional Offices to cover the release of regionalized appropriations, except those for NCR which shall continue to be released by DEM Central Office;
4. Creation/abolition/conversion/reclassification of positions in accordance with existing applicable classification criteria and the standard staffing of regional offices, school division offices and schools;
5. Certification/post-audit of Plantilla Allocation Lists (PALs) for the upgrading of teaching positions and related teaching positions under the Teachers' Preparation Pay Schedule (TPPS) based on Equivalent Records Forms (ERFs) pursuant to DBM Circular Letter No. 84-4;


6. Certification/post-audit of Plantilla Allocation Lists (PALs) for the reclassification of positions covered by the Teachers' Preparation Pay Schedule (TPPS) to Master Teacher I per NBC No. 303 and from Master Teacher I to Master Teacher II per NCC No. 24.
7. Approval of requests for release of lump-sum for honoraria of teaching services after regular office hours in schools and release for wages of casuals/contractuals.
8. Evaluation of positions to be identified as co-terminous status in the PSI consistent with established policy.
9. Approval of requests for regularization of co-terminous positions, subject to established policy guidelines.

It is understood that all budget requests of DECS Regional Directors covered by this delegation are with prior clearance/authority from the DECS Secretary and are in accordance with prescribed policies, national priorities and standards set by your Department.

We are very grateful for the cooperation and assistance extended by Undersecretary L. R. Baltazar, Ms. J. Nisperos and other members of your staff who helped in one way or another in improving budget operations in the field.

Best regards.

Very truly yours,

  
SALVADOR M. ENRIQUEZ, JR.  
Secretary