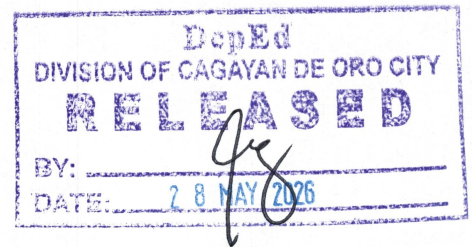




Republic of the Philippines
Department of Education
REGION X

DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent



26 May 2026

DIVISION MEMORANDUM

No. 508 s.2026

**ORIENTATION FOR SCHOOLS DIVISIONS OFFICES AND PARTICIPATING
 PRIVATE SCHOOLS ON THE REVISED GUIDELINES ON THE
 IMPLEMENTATION OF THE EXPANDED GOVERNMENT ASSISTANCE TO
 STUDENTS AND TEACHERS IN PRIVATE EDUCATION (E-GASTPE) PROGRAM**

TO: Assistant Schools Division Superintendent
 Chiefs, CID and SGOD
 Private Schools Division Coordinator
 GASTPE participating School Principals

1. Pursuant to MEMO OASF-2026 from the Office of the Assistant Secretary for Finance, all concerned are hereby informed that there will be an Orientation for Schools Division Offices and Participating Private Schools on the Revised Guidelines on the Implementation of the E-GASTPE Program on **MAY 28-29, 2026 FOR BATCH 1 including Region X.**
2. Expected participants to this online orientation are the following:
 - a) Schools Division Superintendent
 - b) Designated SDO GAS Focal persons
 - c) School Heads of participating private schools
 - d) One (1) authorized school E-GASTPE coordinator/representative directly involved in ESC, TSS and SHS VP implementation
3. The program flow, MS Teams meeting link, and other instructions are indicated in the said memo and advisory attached herewith.
4. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
5. This Office directs compliance of this Memorandum.


ROY ANGELO E. GAZO
 Schools Division Superintendent



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Doc. Ref. Code	SDO-OSDS-F004	Rev	00
Effectivity	11.03.26	Page	1 of 2



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent

Encl.: As indicated

Reference: None

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

GASTPE PRIVATE SCHOOLS

DM-015-SGOD-SMME-ECHR



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Republic of the Philippines
Department of Education
GOVERNMENT ASSISTANCE AND SUBSIDIES SERVICE

ADVISORY
25 May 2026

In reference to the issued unnumbered OASF Memorandum titled "**Orientation for Schools Division Offices and Participating Private Schools on the Revised Guidelines on the Implementation of the Expanded Government Assistance to Students and Teachers in Private Education (E-GASTPE) Program**" dated **May 14, 2026**, this Advisory is issued to provide final administrative reminders for the conduct of the aforementioned orientation on **May 28-29, 2026** (Batch 1) via Microsoft Teams.

Please be guided by the following information:

1. The Orientation with the **Batch 1** of **SDOs** and **Participating Schools** shall **officially run from 09:00 AM to 4:00 PM** on both activity dates. **Admission to the official MS Teams Meeting Room shall** begin at exactly **8:30 AM** for attendance confirmation and technical checking.
2. Batch 1 regional coverage includes the **National Capital Region (NCR)**, **Negros Island Region (NIR)**, **Region I**, **Region II**, and **Region X**.
3. Participants are advised to join only through the official MS Teams Meeting Link provided: **<https://tinyurl.com/E-GASTPE-Batch1-SDO-Schools>**
4. In the event that participants encounter connectivity limitations, meeting room capacity concerns, or are unable to access the official MS Teams platform, they may still follow the orientation through the official Private Facebook Group livestream via: **<https://www.facebook.com/groups/batch1orientation>**
5. Only identified and registered participants indicated in the Memorandum shall be admitted and accommodated in the official MS Teams Meeting Room.
6. The E-GASTPE Orientation is the best experience using a **computer** or **laptop**. However, smart phones, tablets, and similar devices may also be used.
7. The GASS Program Management Team shall provide, through email, the updated presentation materials and activity documentation after the orientation and once cleared for distribution.

Please refer to the attached **Memorandum** and **Program of Activities** for other pertinent information regarding the orientation activity.

We look forward to your support and cooperation.

E-signed: 25May2026

LOUIE C. DUTERTE
Project Development Officer V
Officer-in-Charge
Government Assistance and Subsidies Service



Republic of the Philippines
Department of Education
OFFICE OF THE ASSISTANT SECRETARY FOR FINANCE

MEMORANDUM
OASF-2026-_____

TO : REGIONAL DIRECTORS
REGIONAL GAS FOCAL PERSONS
SCHOOLS DIVISION SUPERINTENDENTS
DESIGNATED SDO GAS FOCAL PERSONS
SCHOOL HEADS OF PARTICIPATING PRIVATE SCHOOLS
PEAC NATIONAL SECRETARIAT
PEAC REGIONAL SECRETARIATS
GOVERNMENT ASSISTANCE AND SUBSIDIES SERVICE
ALL OTHERS CONCERNED

FROM :  **ATTY. EDSON BYRON K. SY**
Assistant Secretary
Officer-in-Charge, Office of the Undersecretary for Finance

SUBJECT : ORIENTATION FOR SCHOOLS DIVISIONS OFFICES AND PARTICIPATING PRIVATE SCHOOLS ON THE REVISED GUIDELINES ON THE IMPLEMENTATION OF THE EXPANDED GOVERNMENT ASSISTANCE TO STUDENTS AND TEACHERS IN PRIVATE EDUCATION (E-GASTPE) PROGRAM

DATE : May 14, 2026

I. BACKGROUND AND RATIONALE

To support the effective and consistent implementation of DepEd Order No. 11, s. 2026 titled "Revised Guidelines on the Implementation of Expanded Government Assistance to Students and Teachers in Private Education (E-GASTPE) in the Department of Education," the Government Assistance and Subsidies Service (GASS) shall conduct Phase 4 of the phased orientation program intended for Schools Division Offices (SDOs) and participating E-GASTPE schools nationwide.

The orientation aims to provide detailed implementation, operational, documentary, and compliance guidance to SDOs and participating schools, particularly on eligibility, targeting, application processing, systems encoding, billing, validation, monitoring, records management, compliance, violations, sanctions, and accountability requirements. The activity also seeks to establish continuing clarification and implementation support mechanisms following the issuance of the revised guidelines.

II. OBJECTIVES

The activity specifically aims to:

- a. Provide detailed orientation on the approved policy provisions to participating schools and SDOs nationwide;
- b. Clarify school-level and SDO-level responsibilities on application screening, beneficiary selection, documentation, school committee processes, data privacy notice, systems encoding, billing, validation, monitoring, and compliance;
- c. Address common implementation questions, documentary risks, billing concerns, and compliance issues;
- d. Promote consistent interpretation of the revised guidelines across participating schools nationwide; and
- e. Establish continuing support and clarification mechanisms after the orientation.

III. SCHEDULE, CLUSTERING, AND MODALITY

The orientation shall be conducted through clustered regional batches aligned with the PEAC-led GASTPE Regional Orientation schedule for School Year 2026–2027.

Clustered Orientation Batch	Schedule	Regional Coverage
Batch 1	May 28-29, 2026	Region II; Region X; National Capital Region (NCR); Region I; Negros Island Region (NIR)
Batch 2	June 10-11, 2026	Region XII; Cordillera Administrative Region (CAR); Region III; Region VIII
Batch 3	July 9-10, 2026	Bangsamoro Autonomous Region in Muslim Mindanao (BARMM); Region XIII (Caraga); MIMAROPA; Region V; Region VII; Region IX; Region VI; Region IV-A; Region XI

IV. MODALITY ARRANGEMENTS

The orientation shall generally adopt the following modality arrangements:

Schedule	Modality	Offices
Day 1	Face-to-Face	DepEd GASS-PRDD
	Online	DepEd GASS-ODMD, SDO Focal Persons, and Participating Schools
Day 2	Full Online Modality	GASS-PRDD, GASS-ODMD, SDO Focal Persons, and Participating Schools

All concerned participants are requested to **accomplish the pre-registration form** on or before **May 19, 2026**, to facilitate proper coordination, attendance monitoring, and efficient preparation of orientation materials and access credentials. The E-

GASTPE Orientation Pre-Registration Form may be accessed through the link provided below.

All registered participants are likewise advised to join the orientation via the official MS Teams meeting link and to ensure a stable internet connection throughout the duration of the activity.

Particulars	Link
Pre-registration link	https://tinyurl.com/E-GASTPE-PreReg-sdo-private

V. PARTICIPANTS

The following are requested to participate in the applicable schedules:

- Schools Division Superintendents;
- Designated SDO GAS Focal Persons;
- School Heads of participating private schools;
- One (1) authorized school E-GASTPE coordinator/representative directly involved in ESC, TSS, and SHS VP implementation;

VI. REGIONAL AND DIVISION DISSEMINATION RESPONSIBILITIES

Regional Directors and Regional GAS Focal Persons are requested to ensure the immediate dissemination of this Memorandum, including the schedules, participant requirements, and orientation instructions, to all concerned Schools Division Offices within their respective regions.

Schools Division Superintendents and designated SDO GAS Focal Persons are likewise requested to ensure the immediate dissemination of this Memorandum and related orientation instructions to all participating private schools under their respective divisions.

Participating schools are encouraged to ensure the attendance of the appropriate school personnel directly involved in E-GASTPE implementation, billing, systems encoding, documentation, monitoring, and compliance management.

VII. Scope of Discussion

The orientation shall cover the following major implementation and compliance areas:

- Policy overview and major reforms under the Revised E-GASTPE Guidelines;
- Eligibility, targeting, application, and school committee responsibilities;
- Systems operations, encoding, billing, validation, payment, and refund procedures;
- TSS eligibility, subsidy release, prohibited acts, and school accountability;
- Compliance requirements, violations, sanctions, suspension, termination, and reinstatement;
- Roles and responsibilities of SDOs and participating schools;
- Documentation and records management requirements; and
- Practical implementation scenarios, FAQs, issue handling, and continuing clarification mechanisms.

VIII. EXPECTED OUTPUTS

The orientation is expected to produce the following:

- a. Improved understanding of policy provisions and implementation requirements among SDOs and participating schools;
- b. Improved compliance with eligibility, billing, validation, documentation, and monitoring requirements;
- c. Consolidated implementation concerns and policy clarification requests;
- d. Strengthened school-level implementation readiness; and
- e. Continuing policy clarification and implementation support mechanisms.

For further coordination or clarification, you may contact **Mr. Riene R. Dimakiling, Project Development Officer II**, GASS–Policy Review and Development Division, through email at **gass.prdd@deped.gov.ph** or through mobile and Viber number at **0968-205-7523**.

Immediate and widest dissemination of this Memorandum is desired.

prdd/rls/rrd/mbc



Republic of the Philippines
Department of Education

GOVERNMENT ASSISTANCE AND SUBSIDIES SERVICE

Policy Review and Development Division

Schools Division Offices and E-GASTPE Participating Schools Orientation on the Revised Guidelines on the Implementation of the Expanded Government Assistance to Students and Teachers in Private Education (E-GASTPE) Program

**INDICATIVE PROGRAM
(May 28-29, 2026)**

Time	Activity / Session	Lead / Responsible
DAY 1		
8:00 AM - 8:45 AM	Arrival / Log-in and Registration	Program Management Team (PMT)
8:45 AM - 9:00 AM	Pre-Opening Program - Technical Reminders	Program Management Team (PMT)
9:15 AM - 9:25 AM	Opening Program - Nationalistic Song - Ecumenical Prayer - DepEd Quality Policy Acknowledgement of Participants	Program Management Team (PMT)
9:25 AM - 9:30 AM	Opening Message	ATTY. EDSON BYRON K. SY Assistant Secretary Officer-in-Charge, Office of the Undersecretary for Finance
9:30 AM - 10:15 AM	Session 1: Understanding the Revised E-GASTPE Guidelines	RIENE R. DIMAKILING Project Development Officer II GASS-PRDD
10:15 AM - 10:20 AM	Health Break	Program Management Team (PMT)
10:20 AM - 12:00 PM	Session 2: ESC and SHS VP Eligibility, Prioritization, Documentary Requirements, Application, and School Committee Processes	MARLON B. CUSTODIO Project Development Officer V/Chief GASS-PRDD
12:00 PM - 1:00 PM	Lunch Break	Program Management Team (PMT)
1:00 PM - 2:20 PM	Session 3: TSS Eligibility, Teacher Requirements, and School Accountability	RHEA FLOR A. LACAMBACAL Project Development Officer III GASS-PRDD
2:20 PM - 2:30 PM	Health Break	Program Management Team (PMT)
2:30 PM - 3:20 PM	Session 4: Subsidy Structure, System, Billing, Validation, Payment, and Refund	MARTIN B. ESPAÑOLA JR. Project Development Officer IV/Assistant Chief GASS-ODMD
3:20 PM - 4:00 PM	Day 1 Synthesis and Reminders	Program Management Team (PMT)



Republic of the Philippines
Department of Education

GOVERNMENT ASSISTANCE AND SUBSIDIES SERVICE

Policy Review and Development Division

Time	Activity / Session	Lead / Responsible
DAY 2		
8:00 AM - 8:30 AM	Arrival / Log-in and Registration	Program Management Team (PMT)
8:45 AM - 9:00 AM	Pre-Opening Program - Pre-Opening Program - Technical Reminders	Program Management Team (PMT)
9:00 AM - 9:20 AM	Opening Program - Ecumenical Prayer - DepEd Quality Policy - Acknowledgement of Participants	Program Management Team (PMT)
9:20 AM - 10:20 AM	Session 5: Violations, Sanctions, and Reinstatement (Part 1)	LOUIE C. DUTERTE Project Development Officer V/Chief GASS-ODMD
10:20 AM - 10:30 AM	Health Break	Program Management Team (PMT)
10:30 AM - 12:00 PM	Session 5: Violations, Sanctions, and Reinstatement (Part 2)	LOUIE C. DUTERTE Project Development Officer V/Chief GASS-ODMD
12:00 PM - 1:00 PM	Lunch Break	Program Management Team (PMT)
1:00 PM - 2:15 PM	Session 6: Roles and Responsibilities of SDOs and Schools	MARTIN B. ESPAÑOLA JR. Project Development Officer IV/Assistant Chief GASS-ODMD
2:15 PM - 3:15 PM	Session 7: Program Monitoring, Compliance, and Policy M&E	RIENE R. DIMAKILING Project Development Officer II GASS-PRDD
3:15 PM - 3:25 PM	Health Break	Program Management Team (PMT)
3:25 PM - 3:45 PM	Session 8: SDO and Participating Schools Action Planning and Next Steps	MARLON B. CUSTODIO Project Development Officer V/Chief GASS-PRDD
3:45 PM - 4:00 PM	Closing Program - Insights from Participants - Awarding of Virtual Certificates - Closing Message - End of Activity Evaluation	Program Management Team (PMT)