



August 13, 2019



**REGIONAL MEMORANDUM**  
No. 431, s. 2018

**SUBMISSION OF ADDITIONAL PLANTILLA ALLOCATION LIST AND  
OTHER RELEVANT DOCUMENTS ON ERF, RECLASSIFICATION OF POSITIONS,  
AND CONVERSION OF MASTER TEACHER ITEMS**

**To:** All Schools Division Superintendents/  
Assistant Schools Division Superintendents/  
HRMOs  
This Region

- As agreed during the 3<sup>rd</sup> Quarter Full Delivery Unit (FDU) held last August 08, 2019 in Sarnimian, Agusan del Sur, the deadline for submission to the Regional Office of the **Additional Plantilla Allocation List, Waiver**, and **Consolidated Funding Requirements** along with **two (2) copies of duly evaluated ERF Forms** is on or before **August 31, 2019**. The effectivity of its implementation will be on **September 01, 2019**.
- The pertinent papers of the candidates for reclassification of school heads must have been evaluated by the division HRMO following DepEd Order 97, s. 2011.
- All Schools Division Superintendents are advised to rationalize the distribution of the remaining funds for ERF upgrading, conversion to Master Teacher I/II and reclassification of school heads.
- For this year, there is an excess of appropriation in the amount of **Eight Million Two Hundred Fifty Three Thousand Five Hundred Fifty Pesos (P8,253,550.00)** from the divisions which submitted less number of reclassified items than their allocation.

Below are the details of the allotment by division of those with excess balances:

Division	Allocation
Agusan del Sur	<b>4,895,493.46</b>
Bayugan City	<b>645,396.73</b>
Surigao del Norte	<b>168,838.66</b>
Siargao Islands	<b>1,411,661.78</b>
Surigao City	<b>1,132,159.37</b>
<b>TOTAL</b>	<b>Php8,253,550.00</b>

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5. Those SDOs who have negative balances of this year's allocation where absorbed by those with excess balances. Hence, the covered up funds will be deducted in the next year's budget allocation for ERF CY 2020 as a refund of the deficiencies meted this year.
  
6. Widest dissemination of this memorandum is highly desired.

**FRANCIS CESAR B. BRINGAS, CESO V**  
Schools Division Superintendent  
Officer-In-Charge *sw*  
Office of the Regional Director

Encl: as stated

References: Order 97, s. 2011

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

Clearance      Reports      Meetings      Teachers & Employees

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