



Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
DIVISION OF PAGADIAN CITY



Office of the Schools Division Superintendent

May 14, 2025

DIVISION MEMORANDUM

No. 115, s. 2025

**SUBMISSION OF DATA ON PANTAWID PAMILYANG PILIPINO PROGRAM
(4Ps) BENAFICIARIES PARTICIPATING IN DEPED PROGRAMS AND
INTERVENTION**

1. Pursuant to Republic Act No. 11310, otherwise known as "*An Act Institutionalizing the Pantawid Pamilyang Pilipino Program (4Ps)*", and in reference to the DepEd Memorandum issued by the Office of the Assistant Secretary for Operations, all public elementary and secondary schools are hereby directed to submit data on 4Ps beneficiaries who are participating in DepEd programs and interventions.
2. This initiative is in support of the Department's commitment, as a member of the 4Ps National Advisory Council (NAC), to ensure access to quality basic education and to assist in the monitoring and evaluation of the educational compliance of 4Ps beneficiaries.
3. In this regard, all school heads are instructed to accomplish the prescribed template, which can be downloaded via the following link:
<https://tinyurl.com/4psBeneficial>
4. The following detailed guidelines must be observed:
 1. Submit the accomplished MS Excel (.xlsx) file using the template provided.
 2. Ensure accuracy and completeness of the data before submission.
 3. Consolidate data at the school level only; the Schools Division Office shall handle the division-wide consolidation.
 4. Submit your school's accomplished file on or before **May 19, 2025 (Monday), 4:00 PM** to allow sufficient time for Division-level consolidation and validation.
5. For inquiries or clarifications, you may contact Mr. Richel P. Reducto at 09383161111.
6. For strict compliance and immediate action.

DANNY B. CORDOVA, EdD, CESO V
Schools Division Superintendent

SANAS_EPS/SGOD
May 14, 2025



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