



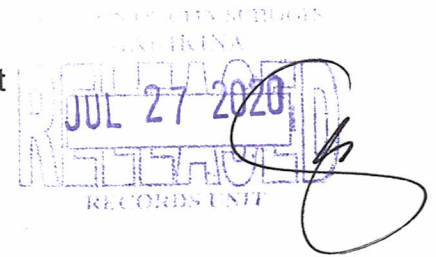
REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF EDUCATION**  
NATIONAL CAPITAL REGION  
**SCHOOLS DIVISION OFFICE – MARIKINA CITY**  
Shoe Ave., Sta. Elena, Marikina City  
+63 (02) 682-2472 / 682-3989 (CID) / 508-6113 (SGOD)  
<https://depedmarikina.ph> / (email) [sdo.marikina@deped.gov.ph](mailto:sdo.marikina@deped.gov.ph)



July 24, 2020

**MEMORANDUM TO:**

OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors, SGOD and CID  
School Heads, Private Schools and Colleges  
Heads, State College and University  
All others concerned



**SUBMISSION OF COST-BASED AND RECURRENT EXPENSE  
FOR THE OPERATION OF PRIVATE SCHOOLS**

Please see enclosed Regional Memorandum No. NCR-193, s. 2020 entitled **“Submission of Cost-Based and Recurrent Expenses for the Operation of Private Schools,”** all concerned private schools and colleges are hereby requested to provide the needed information and send to [ad.villamor@deped.gov.ph](mailto:ad.villamor@deped.gov.ph) on or before July 30, 2020.

Attached is a template for ready reference.

Immediate and wide dissemination of this Memorandum is desired.

**SHERYLL T. GAYOLA**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

DNCR-F-ORD-033/R0/07162020

**REGIONAL MEMORANDUM**

No. NCR-193, s. 2020

**TO :** Schools Division Superintendents  
Heads, Private Schools on Basic Education

**FROM :** The Office of the Regional Director

**SUBJECT :** Submission of Cost-Based and Recurring Expenses  
for the Operations of Private Schools

**DATE :** July 15, 2020

1. This has reference to the attached Memorandum, DM-PHROD-2020-00222, dated July 10, 2020, from the Office of Undersecretary Jesus L.R. Mateo, on the above-captioned subject, requesting the Region to submit data on **"Cost-Based and Recurrent Cost to Operate Private Schools"**. In this regard, private school focal persons are requested to gather and upload the Division Consolidated data via the link: <https://preview.tinyurl.com/DataOnCostBased>
2. For further queries, you may send email to: [depedncrqad@gmail.com](mailto:depedncrqad@gmail.com) or via QAD Private Schools Focal persons group chat.
3. Immediate and broad dissemination of this Memorandum is desired.

  
**MALCOLM S. GARMA**  
Director IV

Attached: as stated



*A legacy as rich as excellence!*

Misamis St., Bago Bantay, Quezon City

