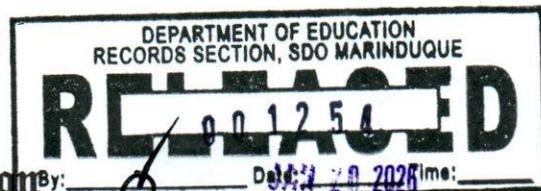




Republic of the Philippines
Department of Education
SCHOOLS DIVISION OF MARINDUQUE



Office of the Schools Division Superintendent

MEMORANDUM

SGOD-2026-014

TO: Asst. Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
All Others Concerned

FROM: **LYNN G. MENDOZA, EdD**
OIC, Schools Division Superintendent

SUBJECT: **REQUEST FOR MUNICIPAL AND PROVINCIAL SPECIAL EDUCATION FUND (SEF) DATA**

DATE: January 19, 2026

1. In view of the emergent recalibration of the Division Educational Development Plan SY 2026-2028, the School Government and Operations Division – Planning and Research Section shall include the data on the percentage share of SEF on overall school budget.
2. To supply the needed data, the Municipal and Provincial In-charge of SEF shall provide quarterly SEF report for Calendar Years 2024 and 2025 on or before Monday, January 26, 2026. The report shall also highlight the school recipients of the fund by accomplishing the assigned form. Scanned copy or photograph of the report shall be uploaded to each municipality's individual folder through the link <https://tinyurl.com/SEFQuarterlyReport>. Likewise, the form found on the same link shall also be accomplished.
3. Strict compliance is highly desired.

/SGOD-SM&N-MMM



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