



Republic of the Philippines  
**Bangsamoro Autonomous Region in Muslim Mindanao**  
**Ministry of Basic, Higher and Technical Education**  
 Cotabato City



**Office of the Minister**

**REGIONAL MEMORANDUM**

No. 1143  
 Series of 2022

Bangsamoro Autonomous Region in Muslim Mindanao  
 Ministry of Basic, Higher and Technical Education  
 OFFICE OF THE MINISTER

RELEASED

BY: Nadyiah  
 DATE: 06 OCT 2022  
 TIME: 8:57 am  
 Ctrl. No. 2022-10-304

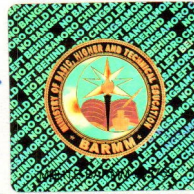
TO : **PROF. TAHIR G. NALG, MAIS**  
 Director General for Madaris Education

**SCHOOLS DIVISION SUPERINTENDENTS** (Cotabato City, Maguindanao I, Maguindanao II, Lanao Del Sur I, Lanao Del Sur II, Marawi City, Lamitan City, Basilan, Sulu, & Tawi-Tawi)

**DIVISION ISAL COORDINATORS**  
**DIVISION PLANNING OFFICERS**

ATTENTION : **PRIVATE MADRASAH** (Standard Madrasah Curriculum Implementers)

FROM :  **MOHAGHER M. IQBAL**  
 Minister

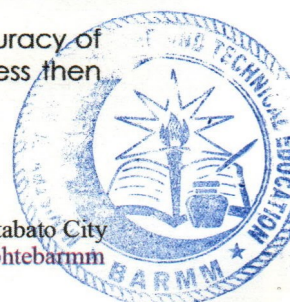


Republic of the Philippines  
 Bangsamoro Autonomous Region in Muslim Mindanao  
 Ministry of Basic, Higher and Technical Education  
 INFORMATION AND COMMUNICATIONS DIVISION  
 Office of the Minister  
 RELEASED  
 By: Mardon  
 Date: OCT 06 2022  
 Time: 9:00 AM  
 Control No. 2022-10-304

SUBJECT : **CALL FOR APPLICATION FOR GRANTING OF GOVERNMENT SUBSIDY FOR SY 2022-2023**

DATE : **October 4, 2022**

1. The Ministry of Basic, Higher and Technical Education (MBHTE), through the Directorate General for Madaris Education (DGME), is strengthening the Madrasah Education System in the entire BARMM.
2. The Ministry may provide financial and other support to private Madaris including, but not limited to, scholarships for qualified learners, the operational costs of the schools, and support to special madrasah development programs. (Chapter 7 Private Financing Section 117 Government Subsidy)
3. Generally, government subsidy is given to provide support for private Madaris, specifically it aims to the following objective:
  - a. Monitor compliance of Madrasah to existing policies and guidelines;
  - b. Evaluate the performance of Asatidz/ ISAL Teachers, K to 12 Teachers, and learners in attaining quality balanced education;
  - c. Validate the financial utilization of the government subsidy given last school year.
  - d. Monitor education outcomes such as student proficiency, drop-outs, and graduation rates/survival rates and provide immediate feedback on the efficacy and weaknesses of the Madrasah program;
  - e. Monitor and validate the implementation of the curriculum, facilities, accuracy of the school data/ school forms, management and support learning process then recommend the results to the planning sections;
  - f. Apply the existing monitoring tools of MBHTE-MADARIS to private schools.









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Office of the Minister

4. In connection with this, the Office of the Minister's Planning and Finance Division, the DGME Quality Assurance Division, Bureau of Madaris-Private Section, and School Division Offices are advised to conduct the following activities:

DATE	ACTIVITIES	RESPONSIBLE PERSON
Oct.03-14, 2022	<ol style="list-style-type: none"><li>1. <b>Submit three (3) copies in three (3) separate folders</b> of the requirements for entitlement to the Division Office for <b>initial verification of the documents</b> as provided in this policy guideline</li><li>2. Submit the requirements in A4 size paper and folders according to the following color coding:<ul style="list-style-type: none"><li>• Cotabato City - Blue</li><li>• Maguindanao 1- Yellow</li><li>• Maguindanao 2- Green</li><li>• Lanao Del Sur 1- Pink</li><li>• Lanao Del Sur 2-Red</li><li>• Marawi City – Violet</li><li>• Basilan and Lamitan City- Brown</li><li>• Sulu – White</li><li>• Tawi-Tawi - Orange</li></ul></li></ol>	SMC Implementers
Oct.17-21, 2022	(2) The concerned <b>ISAL Coordinator will transmit the verified documents to the office of the MBHTE-DGME</b> through the Public/Private Section. If there are deficiencies, the applicant school shall be informed through a returned endorsement to comply with the lacking requirements;	ISAL Coordinator
October – November 2022	(3) <b>MBHTE-DGME and Division Office Composite Team will conduct monitoring and validation</b> of compliance to the MBHTE-DGME policy guidelines and academic performance of the learners of the private Madrasah;	The Regional Monitoring and Validation Team shall be composed of the following: <ol style="list-style-type: none"><li>1 Quality Assurance Division – M and E Section (2 Representatives)</li><li>2 Curriculum Division – Curriculum Section (2 Representatives)</li><li>3 Office of the Director General - Planning Section (2 Representatives)</li><li>4 Office of the Director General - Finance Section (2 Representatives)</li><li>5 Office of the Minister - Physical Facilities Section (2 Representatives)</li><li>6 Bureau of Madaris – Public/Private Section (2 Representatives)</li><li>7 4 Representative from the Schools Division Office. (K to 12 Coordinator, Planning Section, ISAL Coordinator and M and E Coordinator).</li></ol>





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5. Please submit the following Requirements:

**5.1. For Government Subsidy**

- a. Submit an application letter to the Office of Minister thru the Directorate General for Madaris Education to avail of the financial assistance of P 5,000.00 per student/school year signed by the President/Administrators. (original)
- b. Endorsement letter from the Schools Division Superintendent.
- c. Submit the photocopy of the Government recognition/Permit to Operate signed by the Minister. (Certified true copy)
- d. Must have a board resolution adopting/offering the Refine Standard Madrasah Curriculum for Private Madaris and Tahderiyah Curriculum as prescribed under DepEd Order No. 40, s. 2011. (Duly signed by the Board Members)
- e. A certification signed by the Academic Head and the President of the private madrasah stating that the old curriculum of the madrasah shall be gradually phased out or already phased out. That the madrasah is implementing Refine Standard Madrasah Curriculum and Tahderiyah Curriculum.
- f. Must have a copy of Deed of Donation or Certificate of Title for Madrasah Site. (Duly Notarized by the lawyer/Certified True Copy)
- g. **Duly accomplished Madrasah Information Sheet and Madrasah Improvement Plan. See Enclosure No. 1**
  - i. 2022 Madrasah Information Sheet Excel Format download link: <https://bit.ly/3RuLVsb>
  - ii. 2022 Madrasah Information Sheet PDF Format download link: <https://bit.ly/3me61x>
- h. School Forms from the last school year
  - SF 1 – School Register (Master list of class enrollment last school year and current year prepared by the adviser and duly signed by the Academic head. Attached is the birth certificate of the learners. (Certify True Copy by the School Registered)
  - SF 4 – Summary Enrollment and Movement of Learners (Enrollment count, transferred in/out, and dropout by grade level (Summary of SF 2 prepared by the academic head noted by the President/Administrator)
  - SF 5 – Report on Promotion (List of promoted/retained by class signed by the adviser noted by the academic head and president/administrators)
- i. Statement signed by the Academic Head or Registrar and the President of the Madrasah that the amount of tuition fee collected is not less than P 5,000.00 per student/school year. This should be supported by the schedule of tuition and other fees duly approved by the concerned madrasah officials/authorities.
- j. The recipient private madrasah shall submit reports on the utilization of the financial assistance – to be supported by the payroll of teachers, certified by





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the school officials – and other reports and attached means of verifications.

**(Applicable only to private madrasah subsidized last S.Y 2021-2022)**

- i. Liquidation Report of the 80% for the salaries of K-12 teachers with attached Monthly Payroll.
  - ii. Liquidation Report of 20% for the improvement of classroom/ facilities with attached original receipt.
  - iii. Copy of the Land Bank of the Philippines Madrasah Passbook
  - iv. Pictures of the Improvement of the school and releasing of salary to the teachers.
  - v. Madrasah Picture (Infrastructure, School Activities, and Students output)
6. Government subsidy, transportation, food, hotel accommodation, and other expenses relatives to this activity shall be charged to GAA Madaris Standards and Provisions 2022 while for division personnel, it shall be charged to their respective MOEE.
7. Should you have concerns, kindly contact Joehairin Dimanalao at mobile no. 0996-677-7159.
8. For information, guidance, and dissemination.

*A*





**Republic of the Philippines**  
 Bangsamoro Autonomous Region in Muslim Mindanao  
 Ministry of Basic, Higher, Technical and Basic Education  
 DIRECTORATE GENERAL FOR MADARIS EDUCATION



**Name of Madrasah**  
 Sitio, Barangay, Municipality, Province

**MADRASAH/MARKAZ INFORMATION SHEETS**

**Vission** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Mission** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Guiding Principles**  
 \_\_\_\_\_  
 \_\_\_\_\_

**A. GENERAL PROFILE**

- |                                       |  |
|---------------------------------------|--|
| 1. S.E.C. Registration                | CN202066191                                |
| 2. Government Recognition No./PTO No. | 20   |
| 3. School ID                          | _____                                      |
| 4. Division                           | Maguindanao I                              |
| 5. Name of Madrasah/Markaz            | _____                                      |
| 6. Address                            | _____                                      |
|                                       | (Barangay)      Municipality      Province |
| 7. School e-mail address              | _____                                      |
| 8. Facebook Page/Website              | _____                                      |
| 9. Contact No.                        | _____                                      |
| 10. Account Number(Landbank)          | _____                                      |
| 11. Administrator/Modeer              | _____                                      |
| 12. Year Established                  | 1998 (Traditional Madrasah)                |

**B. LEVEL OF OFFERING: PLEASE CHECK**

- A. Kindergarten ( Tahdiriyyah )
- B. Elementary ( Ibtidaiyyah ) 6 years
- C. Junior High School ( Mutawwassitah ) 3 years
- D. Senior High School ( Thanawi ) 3 years

/



















**H. PHYSICAL FACILITIES AND INSTRUCTIONAL RESOURCES:**

No. of bldgs : \_\_\_\_\_  
Type of bldgs : \_\_\_\_\_  
No. of chairs : \_\_\_\_\_  
No. of classrooms : \_\_\_\_\_  
No. of desk : \_\_\_\_\_  
No of computer : \_\_\_\_\_  
Area of madrasah site : \_\_\_\_\_  
Does it have playground? , if yes, sq. meters: \_\_\_\_\_  
Does it have a gardening area? , if yes, sq. meters: \_\_\_\_\_  
Does it have a perimeter fence? , if yes, sq. meters: \_\_\_\_\_  
Specify playground apparatus if there are any: \_\_\_\_\_

**I. Learners' Materials:**

Title of the Book(s)	Subject Areas	Estimated No. of Copies

**J. Facilities / Furniture Available :**

No. of blackboards: \_\_\_\_\_  
No. of Chairs: \_\_\_\_\_  
No. of teacher's Table: \_\_\_\_\_  
Laboratory Apparatus: \_\_\_\_\_  
Water System: \_\_\_\_\_  
Comfort Room: \_\_\_\_\_

**K. Please check the Curriculum to be implemented**

- A. Standard Madrasah Curriculum
- B. Basic Education Curriculum

L. HUMAN RESOURCES:

Human resources	Female	Male	Total
Teacher			
Asatidz			
Non-teaching			
Staff			

M. ENROLLMENT:

Level	No. of Classes /	No. of Enrollees		Total
		Male	Female	
Kindergarted ( Hadanah )				
1. Jr. Kinder				
2. Sr. Kinder				
Lower Madrasah Ibtidaiyyah				
I				
II				
III				
Upper Madrasah Ibtidaiyyah				
IV				
V				
VI				
Sub - Total				
Junior High School ( Mutawassitan )				
VII				
VII				
IX				
Sub - Total				
Senior High School (Thanawiyyah )				
X				
XI				
XII				
Sub - Total				
<b>Grand Total</b>				

Note: Learners with Learners Reference Number (LRN) only



GRADE LEVEL	Learner-Teacher Ratio
Kindergarted ( Hadanah )	
1. Jr. Kinder	
2. Sr. Kinder	
Lower Madrasah Ibtidaiyyah	
Grade I	
Grade II	
Grade III	
Upper Madrasah Ibtidaiyyah	
Grade IV	
Grade V	
Grade VI	
Junior High School ( Mutawassitah )	
Grade VII	
Grade VIII	
Grade IX	
Senior High School ( Thanawiyah )	
Grade X	
Grade XI	
Grade XII	
Total	

GRADE LEVEL	Learner-Classroom Ratio
Kindergarted ( Hadanah )	
1. Jr. Kinder	
2. Sr. Kinder	
Lower Madrasah Ibtidaiyyah	
Grade I	
Grade II	
Grade III	
Upper Madrasah Ibtidaiyyah	
Grade IV	
Grade V	
Grade VI	
Junior High School ( Mutawassitah )	
Grade VII	
Grade VIII	
Grade IX	
Senior High School ( Thanawiyah )	
Grade X	
Grade XI	
Grade XII	
Total	

N. FINANCIAL STATUS

A. Table 1 - Monthly Matriculation

Details	Amount by grade level				
	Jr. K	Sr. K	Gr. I	Gr. II	Total
Monthly Tuition					
	Gr. III	Gr. IV	Gr. V	Gr. VI	Total
Total					

B. Table 2 - FUNDING SOURCES ( SALARIES, ETC. )

Sources(Name of donor/Office)	Nature of Assistance (in kind,cash,technical support)	Amount

C. Table 3 - PROJECT AND PROGRAM FROM GOVERNMENT FINANCIAL ASSISTANCE (2018-2021)

PROJECT/ PROGRAM TITLE	Objectives	Year	Amount

Prepared by:

\_\_\_\_\_  
Madrasah Planning officer

Noted by:

\_\_\_\_\_  
Administrators



### 3 YEARS MADRASAH IMPROVEMENT PLAN

KEY RESULT AREAS	SCHOOL IMPROVEMENT PROJECT TITLE	PROJECT OBJECTIVE	OUTPUT FOR THE YEAR	YEAR ONE						
				ACTIVITIES/ SUB ACTIVITIES	PERSON(S) RESPONSIBLE	SCHEDULE / VENUE	BUDGET PER ACTIVITY	BUDGET SOURCE		
ACCESS										
QUALITY										
GOVERNANCE										

Prepared by:

Approved:

\_\_\_\_\_

Planning Officer

Budget/finance Officer

Administrator

Project Director

Project/Program Office

Project Office

Activity

Activity ID

ACTIVITY												
ACTIVITY												
ACTIVITY												
ACTIVITY												

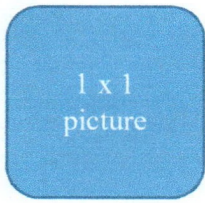
ACTIVITY

ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY
ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY

3. ACTIVITY INFORMATION SHEET



Student Personal Profile

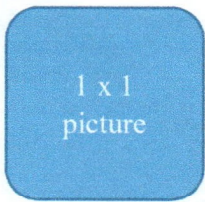


Last Name		Gender	
First Name		Father	
Middle Name		Mother	
Birthdate		Ethnicity	
Address		Contact No.	

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LRN

Student Personal Profile

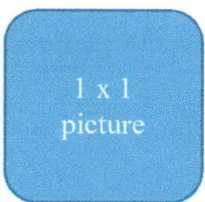


Last Name		Gender	
First Name		Father	
Middle Name		Mother	
Birthdate		Ethnicity	
Address		Contact No.	

---

LRN

Student Personal Profile



Last Name		Gender	
First Name		Father	
Middle Name		Mother	
Birthdate		Ethnicity	
Address		Contact No.	

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LRN