Republic of the Philippines
Department of Education
National Capital Region
DIVISION OF CITY SCHOOLS
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DIVISION OF CITY SCHOOLS
RELEASED
BY:
DATE 3/14/14 11:30 am
MANDALUYONG

March 14, 2014

DIVISION MEMORANDUM
NO. 9, S. 2014

COLLECTION OF FEES FOR THE ISSUANCE OF OMBUDSMAN CLEARANCE

TO : Asst. Schools Division Superintendent
Education/District Supervisors
Principals, Public and Private Elementary and Secondary Schools
All Others Concerns

1. For the information and guidance of all concerned, enclosed are Regional Memorandum No. 061 s. 2014 and DepEd Memorandum No. 19, s. 2014 and Office Circular No. 7 s. 2014 from the Office of the Ombudsman entitled "Collection of Fees for the Issuance of Ombudsman Clearance".

2. Immediate dissemination of these **Memorandum** is desired.

EVANGELINE P. LADINES, CESO VI
Schools Division Superintendent

Republika ng Pilipinas
(Republic of the Philippines)
KAGAWARAN NG EDUKASYON
(DEPARTMENT OF EDUCATION)
PAMBANSANG PUNONG REHIYON
(NATIONAL CAPITAL REGION)
Daang Misamis, Bago Bantay, Lungsod Quezon
(Misamis St., Bago Bantay, Quezon City)

Department of Education
National Capital Region
RECORDS AND PUBLICATION UNIT
RELEASED
By: MAR
Date: 14 2014 Time: 10

March 10, 2014

MEMORANDUM
No. 061 s. 2014

COLLECTION OF FEES FOR THE ISSUANCE OF OMBUDSMAN CLEARANCE

To: Schools Division Superintendents
ROP Officials and Staff

1. Enclosed is a copy of DepEd Memorandum No. 19, s. 2014 entitled " Collection of Fees for the Issuance of Ombudsman Clearance", which is self – explanatory, for information and guidance of all concerned.

2. Attention is invited to item No. 6 of the Office Circular No. 7, s. 2014 which states the approved schedule of processing fees for the application of Ombudsman Clearance under MC. No. 5.

3. Immediate and wide dissemination of this Memorandum, is desired.

LUZ S. ALMEDA
Director IV

Encls: As stated
Reference:DepEd Memorandum No. 19, s.2014
Allotment: 2 (D.O 50-97)
To be indicated in the Perpetual Index under the following subjects :

CLEARANCE	EMPLOYEES	OFFICIALS
CERTIFICATION	FEES	PERMIT

#2120
DIVISION OF CITY SCHOOLS
RECEIVED
By: Malou
Date: 12 MAR 2014
Time: 4:56 pm
MANDALUYONG

Republic of the Philippines
Department of Education

17 FEB 2014

DepEd MEMORANDUM
No. 19 , s. 2014

COLLECTION OF FEES FOR THE ISSUANCE OF OMBUDSMAN CLEARANCE

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services, Centers and Heads of Units
Regional Secretary, ARMM
Regional Directors
Schools Division Superintendents
Heads, Public and Private Elementary and Secondary Schools
All Others Concerned

1. For the information and guidance of all concerned, a copy of Office Circular No. 7, s. 2014 from the Office of the Ombudsman entitled **Collection of Fees for the Issuance of the Ombudsman Clearance** is contained in Enclosure No. 1.

2. All officials and employees of the Department of Education (DepEd), including those in the regional and schools division offices, may apply for Ombudsman Clearance or Certification using the Form in Enclosure No. 2 entitled *Application for Ombudsman Clearance* through the following methods:

   a. personally or through their respective liaison officers, by appearing at the Public Assistance Bureau – Clearance Division, Office of the Ombudsman, *Agham* Road, North Triangle, Diliman, Quezon City and paying the fee to the designated collecting officer; or
   b. through mail, by including the payment in postal money order (payable to the Office of the Ombudsman) in the exact amount.

3. Immediate dissemination of this Memorandum is desired.

BR. ARMIN A. LUISTRO FSC
Secretary

Encls.: As stated
Reference: N o n e
To be indicated in the Perpetual Index
under the following subjects:

CLEARANCE	FEES
CERTIFICATION	OFFICIALS
EMPLOYEES	PERMIT

SMA, DM Collection of Fees
0091-January 29/February 5, 2014

(Enclosure No. 1 to DepEd Memorandum No. 19, s. 2014)

Republic of the Philippines
OFFICE OF THE OMBUDSMAN
Ombudsman Bldg., Agham Road, Government Center
North Triangle, Diliman, Quezon City

OFFICE CIRCULAR NO. 07
Series of 2014

TO: Office of the Overall Deputy Ombudsman
All Offices of the Deputy Ombudsmen
Finance and Management Information Office
General Administration Office
Public Assistance and Corruption Prevention Bureau and counterpart bureaus in the area/sectoral offices

RE: COLLECTION OF FEES FOR THE ISSUANCE OF OMBUDSMAN CLEARANCE

DATE: 28 January 2014

WHEREAS, Memorandum Circular (MC) No. 05, series of 2012, dated 16 October 2012 provided the Guidelines on the Issuance of Ombudsman Clearance to set up control mechanisms in preserving the integrity of the Ombudsman Clearance as an official document used in the processing of appointments, promotions, retirements, transfers, resignations, travels, grant of service awards and scholarships in the public service, and for other purposes;

WHEREAS, as a requirement in the application for Ombudsman Clearance, Section 3.B.4 of MC No. 05 includes the payment of processing fee as may be determined and authorized under pertinent issuances;

WHEREAS, Section 4 of MC No. 05 states that processing fees shall be charged for the reasonable cost attending the processing of Ombudsman Clearances and Certification;

WHEREAS, Section 4 of MC No. 05 also directed the Assistant Ombudsman of the Finance and Management Information Office (FMIO) to study

DEPARTMENT OF EDUCATION
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1/28/14

and recommend the schedule of fees to be charged for processing of Ombudsman Clearances and Certifications;

WHEREAS, the particular study undertaken by the FMIO revealed the need to collect processing fees based on a schedule depending on the purpose;

NOW, THEREFORE, in view of the foregoing, the undersigned hereby approves the following schedule of processing fees for the application of Ombudsman Clearance under MC No. 5:

Purpose	Amount of Fee
Retirement, Resignation, Death Claim, and Rationalization	₱100.00
Employment, Promotion, Transfer, Appointment, Confirmation, Discharge, Foreign Assignment, and Grant of Benefits unrelated to the preceding purpose	₱150.00
Foreign Travel, Foreign Assignment, Study Grant/Scholarship, Recognition/Awards, Leave Application, Loan Application, Change of Name, Requirements by the Judicial and Bar Council, Civil Service Commission, Career Executive Service Board, Office of the President, Professional Regulation Commission, Governance Commission for GOCCs, Department of Foreign Affairs, Department of Labor and Employment, Bureau of Immigration, Land Transportation Office, National Bureau of Investigation, Philippine National Police, and other agencies, Other Purposes	₱200.00
Permit to Carry Firearms, Fidelity Bond and Bidding Requirement	₱500.00
Firearm License	₱1,000.00

Payment in cash or postal money order (payable to the Office of the Ombudsman) in the exact amount shall be paid to the designated collecting officer who shall issue an official receipt.

If payment was made by postal money order, the official receipt shall be attached to the duly issued Ombudsman Clearance or Certification.

The FMIO shall devise a provision for the necessary entry and tracking of payment in the online mode of application under Section 3.C.7 of MC No. 5.

The suspension of assessment of processing fee (under Section 7 as a transitory provision of MC No. 5) is lifted on the effectivity date of this Office Circular, without prejudice to related provisions under pertinent memoranda of agreement entered into by the Office.

This Office Circular shall take effect on February 1, 2014. Applications lodged before the effectivity date shall still be exempt from payment of the processing fee.

28 January 2014, Quezon City, Philippines.

CONCHITA CARPIO MORALES
Ombudsman