Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

November 25, 2026

DIVISION MEMORANDUM
No. 754, s. 2026

DISSEMINATION OF AKELCO'S FLEXIBLE PAYMENT ARRANGEMENT FOR DECEMBER 2026 ELECTRICITY BILLINGS

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors/Principals-in-Charge of the District
School Heads and Financial Staff of Public Elementary, Secondary, and Integrated Schools

1. Attached is a letter from the **Aklan Electric Cooperative, Inc. (AKELCO)** dated 25 November 2026 informing this Division of its flexible payment arrangement for the December 2026 electricity billings of public schools within the Province of Aklan.

2. Under the said arrangement, AKELCO shall accept a partial payment equivalent to at least **fifty percent (50%) of the total December 2026 electricity billing**. The corresponding **Late Payment Fee (LPF) of two percent (2%)** shall be waived, provided that the remaining balance is fully settled on or before receipt of the **January 2027 electricity billing**.

3. However, should any outstanding balance remain unpaid upon receipt of the January 2027 billing, the applicable **2% Late Payment Fee (LPF)** shall be imposed in accordance with AKELCO's existing policies and guidelines.

4. School Heads, School Finance Personnel, and other concerned officials are hereby enjoined to closely coordinate in the processing of payments for electricity expenses and to ensure that any remaining balance of the December 2026 billing is settled before receipt of the January 2027 billing in order to avail of the waiver of the Late Payment Fee. Schools are likewise encouraged to pay more than the minimum fifty percent (50%) partial payment, whenever funds are available, taking into consideration their historical electricity costs based on previous months' consumption and billing patterns, in order to minimize outstanding obligations and facilitate the timely settlement of accounts.

Poblacion, Numancia, Aklan
Tel/Fax No. (265 3740 | 265 3741 | 265 3743)
Website: https://depedaklan.online
Email Address: aklan.1958@deped.gov.ph

5. Schools availing of the flexible payment arrangement shall ensure that the **Acknowledgement Receipt (AR) issued by AKELCO** for the partial payment is attached to the liquidation documents and other supporting papers as proof of payment and as basis for establishing and monitoring the remaining payable balance until fully settled.

6. Immediate dissemination of and compliance with this Memorandum is desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:

MARY CHERRY LYNN M. TABERNILLA, EdD
Education Program Supervisor-Science
Curriculum Implementation Division
In-charge of the Division

Enclosure: Letter of AKELCO dated November 25, 2026
To be indicated in the Perpetual Index under the following subjects:

EXPENSES **POLICY** **SCHOOLS**

MAJ/ARLN

AKLAN ELECTRIC COOPERATIVE, INC.

25 November 2026

ACCOUNTING UNIT
RECEIVED
25 NOV 2026
Date / Time
Division Office - Schools Division of Aklan

FELICIANO C. BUENAFE, JR.
CESO VI
Schools Division Superintendent
Department of Education (DepEd)
Schools Division of Aklan
Poblacion, Numancia, Aklan

Dear Sir:

Cooperative Greetings!

We write to inform you that the Aklan Electric Cooperative, Inc. (AKELCO) is extending a flexible payment arrangement for the December 2026 electricity billings of public schools within the Province of Aklan.

Under this arrangement, AKELCO will accept a partial payment equivalent to at least fifty percent (50%) of the total December 2026 electricity billing. The Cooperative will likewise waive the applicable Late Payment Fee (LPF) of 2%, provided that the remaining balance is fully settled on or before receipt of the January 2027 electricity billing.

Should any outstanding balance remain unpaid upon receipt of the January 2027 billing, the applicable Late Payment Fee (LPF) of 2% shall thereafter be imposed in accordance with the Cooperative's existing policies and guidelines.

For proper documentation, an Acknowledgment Receipt shall be issued for every partial payment received, indicating the amount paid and the corresponding outstanding balance.

This initiative aims to provide public schools with greater flexibility in managing their year-end financial obligations while ensuring the timely settlement of their electricity accounts.

We trust that this arrangement will be of assistance to your schools. Thank you for your continued cooperation and support.

Very truly yours,

ARIEL B. GEPTY, ESQ.
General Manager

cc: MARRISSA A. JIZMUNDO
Accountant II
Department of Education (DepEd)