



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools
Division Superintendent

MAR 12 2026

MEMORANDUM

**IMPLEMENTATION OF FUEL EFFICIENCY AND CONSERVATION MEASURES TO
REDUCE FUEL CONSUMPTION BY AT LEAST TEN PERCENT (10%)**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads/OICs
Administrative Officer V
All Others Concerned

1. Attached is Regional Memorandum No. 190, s. 2026 from Dr. Jocelyn DR. Andaya, Regional Director, National Capital Region, Concurrent Officer-in-Charge, Office of the Assistant Secretary for Operation dated February 23, 2026, on the above-captioned activity, contents of which are self-explanatory, for the information and guidance of all concerned.
2. To ensure proper monitoring, the Administrative Office shall consolidate the monthly fuel consumption data from all schools, including the Schools Division Office, and submit it to Regional Administrative Division.
3. All school heads are requested to upload the report using the attached fuel monitoring form to the link below on or before the 5th day of each month.

<https://onedrive.live.com/:x:/g/personal/80A116B760237A89/IQBfbkrIwJQaT6TNJfU1W1cAZhNR-B810pQH3FwIs-h-Lk?resid=>

4. Immediate dissemination of and strict compliance with this Memorandum are hereby directed.


VIOLETA M. GONZALES CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

Enclosure: As stated
Reference: None
To be indicated in the **Perpetual Index**
Under the following subjects:

MB/NAV/DM – IMPLEMENTATION OF FUEL EFFICIENCY AND CONSERVATION MEASURES TO DEDUCE FUEL CONSUMPTION BY
AT LEAST TEN PERCENT (10%)
127 / March 9, 2026

Fuel Monitoring

Month / Year:

Driver	Plate No.	Vehicle Model	Fuel Type	Liters (monthly utilized)	Total Cost	Average Cost per liter (5/4)	ODOMETER READING		Driver
							Beginning	End	
11	1	2	3	4	5	6	7	8	11
	YR7567	WIGO	UNLEADED						
	DX474B	TOYOTA AVANZA	REGULAR						
	S5X816/ SNL 1308	WIGO	UNLEADED						
	S5L002/ SNL1081	WIGO	GASOLINE						
	SAA-3518	WIGO	GASOLINE						
	VK-9460	WIGO	PREMIUM						
	A5-G333	WIGO	UNLEADED						
	A7-K787	WIGO	UNLEADED						
	S6A496/ SNL1084	WIGO	UNLEADED						
	SAA-3519	WIGO	UNLEADED						
	S6-M245-SNL-1082	WIGO	PREMIUM						
	A5G-430	WIGO	UNLEADED						
	SAA-3511	TOYOTA INNOVA	DIESEL						
	S5K675/ SNL1254	WIGO	UNLEADED						
	SAA-3151	FLEXI VAN	DIESEL						
	SAA-3147	FLEXI VAN	DIESEL						
	S5D907/ SNL L303	WIGO	UNLEADED						
	B7M636/ SCA 8662	Mitsubishi Estrada	Diesel						
	YR-8236	WIGO	UNLEADED						
	YR-8276	WIGO	UNLEADED	DEFECTIVE					
	S5-V287/ SNL1257	WIGO	UNLEADED						
	VO6926	WIGO	UNLEADED						
	SAA 3521	WIGO	UNLEADED						
	S5Y133/ SNL 1083	WIGO	UNLEADED						
	YR 7098	WIGO	UNLEADED						
	VO-0340	WIGO	UNLEADED						
	AGL 920	WIGO	PREMIUM						
	SAA-3512	Innova	Diesel						

	VQ-0215	WIGO	REGULAR						
	DX 557B	AVANZA	GAS						
	DX 543B	AVANZA	GAS						
	DX 709B	AVANZA	DIESEL						
	DX 526B	AVANZA	GAS						
	DX 574B	AVANZA	GAS						
	DM 967B	TOYOTA INNOVA	DIESEL						
			TOTAL	-	0				

Prepared by:

MICHELLE BILLONA
Administrative Aide VI

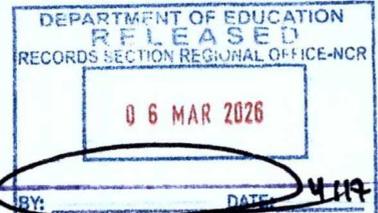
Noted by:

NOEMI A. VALDEZ
Office / Department Head

Date Encoded:

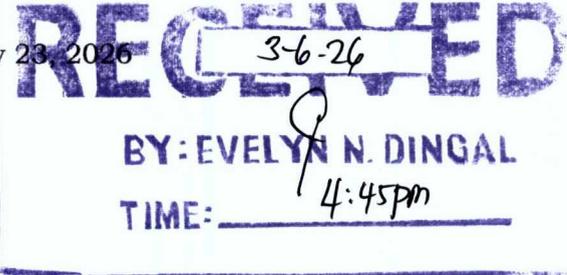


Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION



BY: _____ DATE: 4/19
SDO - MUNTINLUPA CITY
 RECORDS UNIT

February 23, 2026



REGIONAL MEMORANDUM
 NO. 190, S. 2026

To : Schools Division Superintendents
 RO Chiefs, Section and Unit Heads

**IMPLEMENTATION OF FUEL EFFICIENCY AND CONSERVATION MEASURES TO
 REDUCE FUEL CONSUMPTION BY AT LEAST TEN PERCENT (10%)**

1. In light of the recent global developments affecting petroleum supply and prices, and consistent with the advisory issued by the Inter-Agency Energy Efficiency and Conservation Committee (IAEECC) through the Department of Energy (DOE), all government agencies are enjoined to implement fuel efficiency and conservation measures to safeguard national energy security.

2. In support of this national directive, all offices within the Department of Education Regional Office-NCR including the Schools Division Offices and all field units, are hereby directed to adopt and implement fuel efficiency and conservation practices to achieve at least a ten percent (10%) reduction in fuel consumption in official transportation and related operations.

Accordingly, the following measures shall be strictly observed:

a. Regular and Preventive Vehicle Maintenance

Ensure that all DepEd service vehicles undergo scheduled preventive maintenance to maintain optimal operational efficiency and fuel performance.

b. Standardized Vehicle Monitoring System

Establish and maintain a monitoring system that includes the following:

- * Recording of driver's name and trip details ✓
- * Odometer readings before and after each trip ✓
- * Documentation of fuel volume during refueling ✓
- * Completion of the vehicle daily maintenance checklist ✓
- * Maintenance of a comprehensive vehicle service history



Address: 6 Misamis St. Bago Bantay, Quezon City
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c. Full-Tank Method for Fuel Monitoring

Adopt the full-tank method to improve the accuracy of monitoring vehicle fuel consumption and assessing fuel efficiency.

d. Optimized Trip Management

Offices shall implement efficient trip planning, route consolidation, and vehicle sharing, whenever practicable, to minimize unnecessary travel and reduce fuel consumption.

e. Transition to Energy-Efficient Vehicles

Where feasible and subject to government procurement policies, offices are encouraged to gradually transition to more energy-efficient vehicles, including hybrid or electric units, consistent with national policies on sustainable transportation.

f. Promotion of Fuel-Efficient Driving Behavior

Drivers and vehicle users shall observe fuel-saving practices such as:

- * Avoiding excessive engine idling
- * Maintaining steady speeds
- * Observing proper speed limits
- * Avoiding vehicle overloading

g. Submission of Monthly Fuel Consumption Report

All Schools Division Offices and Regional Office units utilizing service vehicles shall submit monthly fuel consumption reports to the Regional Administrative Division for consolidation and monitoring.

3. The Regional Administrative Division-General Services Unit shall monitor the implementation of this memorandum and provide periodic analysis of fuel consumption trends to ensure compliance with the prescribed reduction target.

4. Immediate dissemination of and strict compliance with this Memorandum is hereby directed.

JOCELYN DR ANDAYA

Regional Director – NCR

Concurrent Officer-In-Charge

Office of the Assistant Secretary for Operation



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INTER-AGENCY ENERGY EFFICIENCY AND CONSERVATION COMMITTEE (IAEECC)

ADVISORY

TO : NATIONAL GOVERNMENT AGENCIES, GOVERNMENT-OWNED AND CONTROLLED CORPORATIONS, STATE UNIVERSITIES AND COLLEGES, AND LOCAL GOVERNMENT UNITS

FROM : THE SECRETARY OF ENERGY & IAEECC CHAIRPERSON

SUBJECT : ENJOINING ALL GOVERNMENT ENTITIES TO REDUCE FUEL CONSUMPTION BY AT LEAST TEN PERCENT (10%)

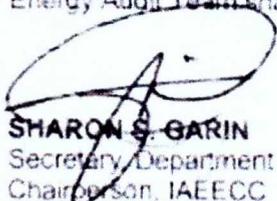
In light of the recent global situation and the uncertainty in petroleum supply brought about by the ongoing conflict in the Middle East, the Department of Energy (DOE) is adopting a proactive and collective measure to safeguard the country's energy security.

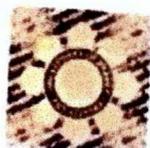
As a strategic response to ensure a sufficient and stable supply of petroleum products, **all government entities are hereby enjoined to mandatorily implement fuel efficiency and conservation measures** in their respective offices and facilities to achieve a **ten percent (10%) reduction** in fuel consumption.

Accordingly, all government entities shall strictly implement the following fuel efficiency and conservation practices within their office premises and operations:

1. **Regular and preventive vehicle maintenance** – Ensure scheduled preventive maintenance of vehicles to enhance operational efficiency and fuel performance.
2. **Standardized vehicle monitoring system** – Establish a monitoring system that includes, at minimum, the driver's name, odometer readings before and after each trip, fuel volume during refueling, completion of the daily maintenance checklist (BLOWBAGETS), and a comprehensive vehicle maintenance history.
3. **Full-tank method** – Implement the full-tank method to improve the accuracy of fuel consumption monitoring and enable precise measurement of vehicle fuel efficiency.
4. **Optimized trip management** – Implement route planning, trip consolidation, and carpooling or vehicle sharing to maximize vehicle utilization and reduce unnecessary fuel use.
5. **Phased transition to electric or hybrid vehicles** – Gradually replace high-use or short-route service vehicles with electric or hybrid units, supported by solar-powered electric vehicle (EV) charging stations, in compliance with the 10% EV fleet requirement under the Comprehensive Roadmap for Electric Vehicle Industry (CREVI).
6. **Fuel-efficient driver behavior** – Promote practices such as avoiding excessive idling, maintaining steady speeds, observing proper speed limits, and preventing vehicle overloading to minimize fuel consumption.
7. **Submission of Monthly Consumption Reports** - Submit reports through the GEMP Online System to enable proper monitoring of monthly fuel consumption trends and provide analysis for the development of appropriate interventions and programs to ensure effective implementation of fuel efficiency measures.

The DOE shall closely monitor the implementation of this Advisory. To validate compliance, the DOE Energy Audit Team shall conduct energy audits and random spot checks on all government entities.


SHARON S. GARIN
Secretary, Department of Energy
Chairperson, IAEECC



03 MAR 2026