



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION

CHED MEMORANDUM ORDER (CMO)

NO. 05

Series of 2003

SUBJECT: UTILIZATION OF THE NATIONAL SERVICE TRAINING PROGRAM (NSTP) TRUST FUND

In line with the implementation of the National Service Training Program (NSTP) by virtue of RA 9163 or the NSTP Law of 2001 effective AY 2002-2003, the same guidelines and provisions stipulated in CMO No. 20, s. 1999 re: Utilization of ROTC Trust Fund, shall remain effective and adopted by all higher education institutions offering any one of the components of the NSTP, to wit:

1. NSTP fees collected shall constitute a Trust Fund, 70% of which shall be exclusively used for the operation of the Program;
2. The remaining 30% retained by the school, shall serve as contingency funds especially in unprogrammed activities not originally included in the Program of Expenditures prepared by the ROTC Commandant or CWTS/LTS Coordinator and approved by the school head;
3. The remaining fund balance shall be carried over to the next semester;
4. Expenditures/disbursement shall be subjected to periodic audits by the proper school authorities and concerned NSTP Officers; and
5. ROTC Commandants/CWTS and LTS Program Coordinators shall submit a comprehensive report on the utilization of the NSTP Funds to their respective school heads and Reserve Unit Commanders/Program Heads, two (2) weeks after the end of every semester.

For compliance of all concerned.

Pasig City, March 14, 2003.

ESTER ALBANO GARCIA

Go to CMO-NSTP trust fund