



Republic of the Philippines
Department of Education
REGION VIII – EASTERN VISAYAS
SCHOOLS DIVISION OF TACLOBAN CITY

September 29, 2023

DIVISION MEMORANDUM

NO. 582, s. 2023


CONDUCT OF ONE-DAY ORIENTATION ON THE PREPARATIONS OF DEVELOPMENT PLANS &
BUDGET FOR FUNDING UNDER TIER 2 FOR FY 2025

TO: OIC-ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
DIVISION CHIEFS
SELECTED DIVISION PROGRAM IMPLEMENTERS
OTHERS CONCERNED PERSONNEL

1. This Office through the Planning & Research Section of SGOD in coordination with the Office of the Budget Officer informs all concerned participants to this one-day orientation on the preparations of development plans & budget for funding under TIER 2 for FY 2025 on October 24, 2023, at the Division Office Conference Room.
2. The objectives of the said activity are as follows:
 - a. Orient the identified participants on the preparations of the budget proposals to be funded under tier 2 for FY 2025,
 - b. Revisiting the different proposal templates and how it is accomplished,
 - c. Ensuring all proposals should be implementation ready.
3. Kindly refer to the enclosure for the list of the participants to the said activity.
4. Expenses for the meal provision (2 snacks and 1 lunch) shall be charged to Division MOOE subject to procurement, accounting and auditing rules and regulations.
5. For information, guidance, and compliance of all concerned.


JUDELLA RUIZ-LUMPAS EdD, CESO VI
Schools Division Superintendent

AVA-PRS

RELEASED
Date: 10/4/23
Time: 11:52 AM


**CONDUCT OF ONE-DAY ORIENTATION ON THE PREPARATIONS OF DEVELOPMENT PLANS &
BUDGET FOR FUNDING UNDER TIER 2 FOR FY 2025
October 24, 2023**

LIST OF PARTICIPANTS

| Name | Designation |
|--------------------------|------------------------------------------------------------|
| Engr. Rafael S. Lanza | Division Engineer-Education Facilities Unit |
| Engr. Regine R. Montes | Engineer-Education Facilities Unit |
| Dr. Manolito C. Bolpa | Division Sports Coordinator |
| Crisvill M. Villamor | Division DRRM |
| Dr. Mary Phoebe Quiban | Division Medical Officer |
| Dr. Adoracion M. Cortaga | Division Dental Officer |
| Dr. Arnulfo Q. Banzon | EPS for Science/ Division SHS Coordinator |
| Dr. Miguel Jr. V. Dumas | EPS for Mathematics/ Division SPED Coordinator |
| Dr. Bernaldo Basiano | Division TVL Alternate |
| Dr. Jessica M. Abril | EPS for MAPEH/ Division SPA & SPS Coordinator |
| Annie D. Pagatpat | EPS for English |
| Dr. Juliet L. Lim | EPS for Edukasyon sa Pagpapakatao/ Division GC Coordinator |
| Jade B. Calleja | SEPS-Planning & Research/Technical Working Group |
| Rodel R. Naval | Budget Officer III/ Technical Working Group |
| Angelo V. Alcaraz | Planning Officer III/ Technical Working Group |

BUDGETARY MATRIX

| Particulars | Unit Price | Amount |
|---------------------------------------------------------------------------------------|-------------------|---------------|
| Provision of Meals (2 snacks & 1 lunch) for 15 Pax With 3 provisions of buffers | 450.00 | 6,750.00 |

Prepared by:

ANGELO V. ALCARAZ
Planning Officer III

Noted by:

JADE B. CALLEJA
SEPS Planning & Research

MELANI D. ESCOBARTE PhD
SGOD Chief

Certification of Availability of Funds:

RODEL R. NAVAL
Budget Officer III

MA. NESSA HOMERES
Accountant III

Approved:

JUDELLA RUIZ-LUMPAS EdD, CESO VI
Schols Division Superintendent