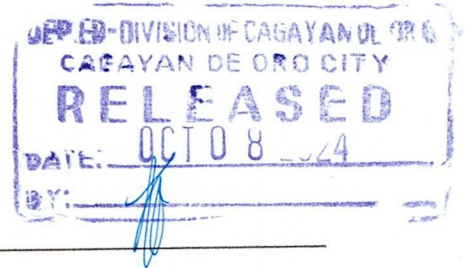




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

3 October 2024

OFFICE MEMORANDUM

No. 159 s.2024

To: Arnel A. Calubag, CPA, MBA
Donnacelle F. Ernacio

**REGIONAL WORKSHOP ON THE PREPARATION AND SUBMISSION
OF FY 2025 BUDGET EXECUTION PLANS CUM COORDINATION MEETING OF
THE FINANCE STRAND**

1. Pursuant to Regional Memorandum No. 725, s. 2024 re Regional Workshop on the Preparation and Submission of FY2025 Budget Execution Plans Cum Coordination Meeting of the Finance Strand, you are hereby directed to attend the said workshop on October 16-17, 2024 (exclusive of travel time). The venue will be announced later.
2. The activity aimed at complying with the DBM Circular Letter No. 2022-14 dated October 28, 2022, on the Prescribing Guidelines for the Preparation and Submission of the Annual Budget Execution Plans Covering the FY 2023 Budget and Thereafter, which requires regionalized departments/agencies to submit agency BEDs on November 30.
3. On or before October 17, the participants shall submit the FY2025 BED No. 1 – Financial Plan and BED No. 3 – Monthly Disbursement Program based on the FY 2025 National Expenditure Program (NEP).
4. Check-in is on October 15, at 2:00p.m. while check-out is on October 18, after breakfast. Travel expenses and other incidentals are chargeable against local funds, subject to the usual budgeting, accounting, and auditing policies, rules, and regulations.
5. This Office directs the immediate and wide dissemination of this Memorandum.

ROY ANGELO E. GAZO

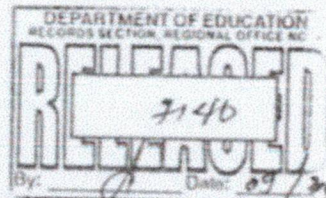
Schools Division Superintendent



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Email Address: cagayandeoro.city@deped.gov.ph



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO



September 26, 2024

REGIONAL MEMORANDUM
No. 0726, s. 2024

REGIONAL WORKSHOP ON THE PREPARATION AND SUBMISSION
OF FY 2025 BUDGET EXECUTION PLANS
CUM COORDINATION MEETING OF THE FINANCE STRAND

To: Schools Division Superintendents
Secondary School Principals of Implementing Units
All Others Concerned

1. This issuance refers to the Department of Budget and Management (DBM) Circular Letter (CL) No. 2022-14 dated October 28, 2022, on the Prescribing Guidelines for the Preparation and Submission of the Annual Budget Execution Plans Covering the FY 2023 Budget and Thereafter, which requires regionalized departments/agencies to submit agency BEDs on November 30.
2. Further, to discuss and develop agreements on the various issues and concerns about accounting and budgetary operations and provide technical assistance to the participants on financial management matters, this Office will conduct a **Regional Workshop on the Preparation and Submission of FY 2025 Budget Execution Plans cum Coordination Meeting of the Finance Strand on October 16-17** (exclusive of travel time). The venue will be announced later.
3. The participants of the workshop are the following:
 - a. Chief Administrative Officer, Supervising Administrative Officer, Administrative Officer V, Administrative Officer IV, Accountant III, Accountant II and Accountant I from the Regional Office;
 - b. Accountant III and Budget Officer from the Schools Division Offices (SDOs); and
 - c. Secondary School Bookkeepers of Implementing Units (IUs).
4. **On or before October 17**, the participants shall submit the FY 2025 Budget Execution Plans (Budget Execution Document (BED) No. 1 - Financial Plan and BED No. 3 - Monthly Disbursement Program) based on the FY 2025 National Expenditure Program (NEP).

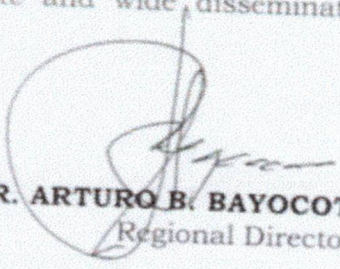


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5. Check-in is on October 15, at 2:00 p.m. while check-out is on October 18, after breakfast.
6. The participants shall register on or before **September 30**, through this link: <https://bit.ly/FY2025BEDsCumRCMAAttendance>.
7. Travel expenses and other incidentals are chargeable against local funds, subject to the usual budgeting, accounting, and auditing policies, rules, and regulations.
8. This Office directs the immediate and wide dissemination of this Memorandum.


DR. ARTURO B. BAYOCOT, CESO III
Regional Director

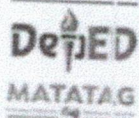
Allotment: 4-(RO 1-02)

To be indicated in the Perpetual Index
under the following subjects:

ACCOUNTING REPORTS
FINANCES WORKSHOPS

RE: Regional Workshop on the Preparation and Submission
of FY 2025 Budget Execution Plans

FIN/tawing



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