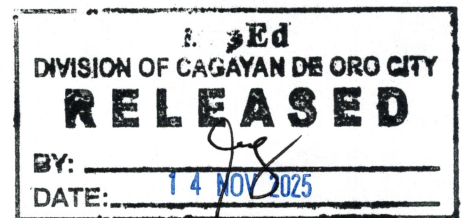




Republic of the Philippines
Department of Education

REGION X
DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent



13 Nov 2025

MEMORANDUM

No. 148 s.2025

**DIVISION SEMINAR-WORKSHOP ON THE PREPARATION AND
CONSOLIDATION OF BUDGET PROPOSAL FOR FISCAL YEAR 2027 CUM
SUBMISSION OF WFPs AND ENCODING OF PHYSICAL
ACCOMPLISHMENTS IN THE PMIS FY 2025**

TO: Assistant Schools Division Superintendent
Chief – School Governance Division and Operations (SGOD)
Chief – Curriculum Implementation Division (CID)
Education Program Supervisors/Specialists
Public Schools District Supervisors
Planning Officer
Accountant
Budget Officer
Selected Program Holders

1. Relative to the **Regional Memorandum No. 743, s. 2025** titled **Online Orientation on the Preparation of the 2027 Proposed Budget**, all concerned are hereby informed about the Division Seminar-Workshop on the preparation and consolidation of budget proposal for fiscal year 2027 cum submission of WFPs and encoding of physical accomplishments in the PMIS FY 2025 at the conference hall, DepEd Cagayan de Oro City New BLDG, Cagayan de Oro City on November 24-25, 2025.

2. The activity aims to

- a. Provide guidelines on the preparation of the 2027 Proposed Budget;
- b. Ensure consistency and compliance with DepEd policies, standards, and timelines; and
- c. Capacitate the divisional personnel in crafting accurate and responsive proposed budget.
- d. Present the allocation of each Functional Division and finalize budget allocation under the Division MOOE
- e. Update monthly accomplishment reports of each activity in the system;
- f. Update necessary adjustments of the activities; and
- g. Discuss other concerns.



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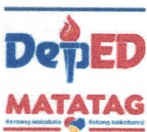
Office of the Schools Division Superintendent

- f. The participants are enjoined to attend punctually, bring Laptop and prepare the necessary documents and reports as reference during the workshop.
- g. Please refer to the Enclosure I attachment for list of participants.
- h. No substitution and attendance is a must.
- i. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment are accorded to all participants regardless of age, gender and sexual orientation, disability, religion, and ethnicity.
- j. This Office directs immediate dissemination and appropriate action of this Memorandum.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: As stated
Reference: RM 943,s. 2025
To be indicated in the Perpetual Index
under the following subjects:
Workshop Budget Proposal 2027

DM008-SGOD-PR-RSM / DIVISION MEMORANDUM
November 13, 2025



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Office of the Schools Division Superintendent

ENCLOSURE 1

Curriculum Implementation Division (CID)	
JEAN S. MACASERO	Chief Education Supervisor, CID
SHIRLEY A. MERIDA	Asst. Chief CID, Special Needs Education (SNED), PSDS, West I
MARGIE G. ANDRADE	Multi-Grade, PSDS, EST I
PHOEBE W. TARUC	Journalism Coordinator, EPS - English
SHIRLEY A. MERIDA	Special Needs Education (SNED), PSDS, West I
PARAIDA ORANGOT	Division ALIVE Coordinator, PSDS, SOUTH
JANUARY GAY T. VALENZONA	SHS Coordinator, EPS
JULIET N. DOLERO	ALS FOCAL, MT I
RUBENETH V. SALAZAR	ALS FOCAL, EPS II
BEVERLY ANNE E. NICOLASORA	Research Coordinator, SEPS-PRS
MILAGROS P. RECAMADAS	ECCD FOCAL, PSDS (East II District)
RAY MAGHUYP	MATH Coordinator, EPS
JUAN A. MINGO	TLE, EPS
ROCHELLE A. LUZANO	LRMDS, EPS I
MARIFE A. RAMOS	PSDS, WEST II
CHARLYN S. BAYLON	Early Language, literacy and Numeracy Program(ELLN), PSDS
SYLVIO C. CARCILLER	IPED Coordinator ,EPS
HELEN R. LUCMAN	FILIPINO. EPS
EVELYN Q. SUMANDA	SCIENCE, EPS
JENITH Q. BALSICAS	EPS
JERRY P. TARUC	SPORTS COORDINATOR, PSDS, SW II
CYNTHIA V. YANEZ	PSDS, NORTH I
ANGELITO U. FELISILDA	ALS COORDINATOR, PSDS, SW I
LANIE M. SIGNO	LIBRARIAN II
School Governance and Operation Division (SGOD)	
ROSALIO R. VITORILLO	SGOD Chief Education Supervisor, Sports
ROMEO B. ACLO	SGOD Assistant Chief, EPS
ROY H. LUMBAN	Building Partnership and Linkages Program (BPLP), Gender and Development (GAD), SEPS
ELY V. MAMACLAY II	Engineer III, BEFF
JEVIE L. JALA	TECHNICAL ASSISTANT IV, BEFF
MACHY M. TUDAS	TECHNICAL ASSISTANT IV, BEFF



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DERROLD MARL S. AVES	HRTD, SEPS
ALVIC MARIE S. FRANCISCO	CHILD PROTECTION, EPS II
RYAN Q. BLANCO	Disaster Risk Reduction and Management (DRRM), PDO II
AMOR A. RADAZA	M & E, EPS II, TWG
MARY CARESS T. GALONO	HRTD, EPS II
BALDOMERO MARK B. MESO III	MEDICAL OFFICER III
JAMCEL A. CHACON	DENTIST II
PAULINE C. ANGARA	DENTIST II
SHARON T. POLANCOS	SBFP, Nurse II
JOAN ARSUA	SBFP, Nurse II
CRYSTAL CHRISTI P. CARTEL	WINS COORDINATOR, NURSE II
KITO KRISTIAN N. FRANCISCO	Nurse II
JAIRUS JOHN M. GOCHUCO	YFD, PDO I
LOREDELLE L. TACANDONG	YFD, PDO I
MARK EDWARD OLANGO	TWG

Office of the Schools Division Superintendent (OSDS)

ROY ANGELO E. GAZO	Schools Division Superintendent
AUDIE S. BORRES	Assistant Schools Division Superintendent
LAURENCE EDGARDO A. DEL PUERTO	ATTORNEY III
JAMES ROBERTO Z. SIJO	DepEd Computerization Program (DCP), Information Technology Officer I
RISA BEA SOCORRO BORRES	ADMIN PERSONNEL, AO V
GEMMA PAJAYON	CASHIER, AO-IV
KRISTIAN MURILLO	RECORDS, AO-IV
ANGELA VINCENT A. TORRES	OIC-HRMO, AO III
IGNACIO A. GABULE JR.	SUPPLY OFFICER, AO IV

RESOURCE SPEAKER

ARNEL A. CALUBAG	FINANCE OFFICER, Accountant III
RODEL S. MEGOLLAS	PLANNING OFFICER, Planning Officer III
MARILOU F. NAVAJA	OIC-BUDGET OFFICER, AO IV
ELEANOR CONSEJO H. ROLLAN	SEPS, Monitoring and Evaluation (M&E)
BEVERLY ANNE E. NICOLASORA	SEPS, Planning and Research Section (PRS)



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