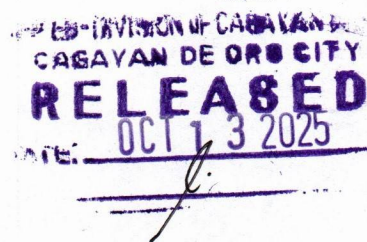




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

09 October 2025

DIVISION MEMORANDUM

No. 900 s.2025

**FOURTH QUARTER, CY 2025 REGIONAL COORDINATION MEETING (RCM) OF
THE FINANCE STRAND AND REGIONAL WORKSHOP ON THE PREPARATION
AND SUBMISSION OF FY 2026 BUDGET EXECUTION PLANS**

TO: ARNEL A. CALUBAG, Accountant III
MARILOU F. NAVAJA, OIC, Administrative Officer IV (Budget Officer)
This Division

1. Pursuant to the Memorandum issued by Regional Director Dr. Arturo B. Bayocot, CESO III, of the Department of Education – Regional Office, dated October 6, 2025, this Division hereby informs and directs your participation in the **Fourth Quarter, CY 2025 Regional Coordination Meeting (RCM) of the Finance Strand and Regional Workshop on the Preparation and Submission of FY 2026 Budget Execution Plans** on **October 28-30, 2025**, to be held at La Terazza by Loiza's Pavillion, Casisang, Malaybalay City.

2. The seminar/workshop will be hosted by **DepEd – Division of Malaybalay City** and aims that:

2.1 The participants shall submit the FY 2026 Budget Execution Plans [Budget Execution Document (BED No. 1 – Financial Plan and BED No. 3 – Monthly Disbursement Program) based on the FY 2026 National Expenditure Program (NEP)

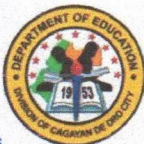
3. Travelling expenses, and other incidental expenses of the participants shall be charged to local funds subject to the availability of and usual accounting and auditing rules and regulations.

4. The participants shall register **on or before October 14, 2025 (Tuesday)** through the official link below:

<https://bit.ly/Q4RCMCumFY2026BEDsAttendance>

5. For your information and compliance.

ROY ANGELO E. GAZO
Schools Division Superintendent



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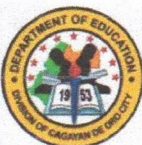
Encl.: As stated

Reference: None

To be indicated in the Perpetual Index

DM-012-OSDS-FIN-ACCTG-(KBB)

Competence
Diligence
Outstanding Integrity



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