



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

February 26, 2020

REGIONAL MEMORANDUM

No. **126**, s. 2020

WORKSHOP ON THE PREPARATION OF FY 2021 BUDGET PROPOSALS

To: Schools Division Superintendents
Regional Office Division Chiefs
All Others Concerned

1. To facilitate the preparation of the FY 2021 Budget Proposals of the Region and Schools Division Offices (SDOs), this Office, through the Finance Division (FD) and the Policy Planning and Research Division (PPRD) shall conduct a two-day Workshop on the Preparation of FY 2021 Budget Proposals on March 5-6, 2020 at NEAP-VIII Training Hall, DepEd RO VIII, Government Center, Candahug, Palo, Leyte. This aims to finalize the Region and SDOs budget proposals for FY 2021.
2. The expected participants are the Assistant Schools Division Superintendents, Budget Officer, Engineer, and Planning Officer of the 13 Schools Divisions. Confirmation of attendance shall be done thru bit.ly/BP2021PW not later than March 4, 2020. Each participant is required to bring a laptop, pocket Wi-Fi, and extension cord to the workshop.
3. The SDOs are advised to conduct a pre-workshop on the accomplishment of the budget proposal templates for teacher needs, classrooms, and seats which shall be brought to the workshop as inputs for the proposal.
4. Expenses incurred relative to the conduct of the activity such as venue, meals and accommodation shall be charged to PPRD Training Funds while the transportation and other incidental expenses to Local Funds, subject to the usual government accounting and auditing rules and regulations. First meal to be served is Dinner on Day 0 (March 4) and last meal is afternoon snack of Day 2 (March 6).
5. Immediate dissemination of and strict compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO IV
Director IV ✓



Enclosures: As stated

References: As stated

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

BUDGET PROPOSAL WORKSHOP

PPRD-MBG