



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

July 16, 2024

OFFICE MEMORANDUM

PPRD-2024- **367**

**PRESENTATION, VALIDATION, AND TRIANGULATION
OF 2025 WORK AND FINANCIAL PLANS**

To: Assistant Regional Director
Functional Division Chiefs
Unit and Section Heads
All Others Concerned

1. Pursuant to DepEd Order No. 11, s. 2021 or the Guidelines on the Operationalization of the Program Management Information System (PMIS) and with reference to Office Memorandum PPRD-2024-267, this Office, through the Policy, Planning, and Research Division (PPRD), shall conduct the Presentation, Validation, and Triangulation of the 2025 Work and Financial Plans on August 14, 2024, at the RELC NEAP Training Hall 4, DepEd Regional Office VIII, Government Center, Candahug, Palo, Leyte.

2. The activity aims to:
- present the final draft of the 2025 WFPs of the Functional Divisions;
 - ensure that the WFPs are within the office mandates and priorities as prescribed in the Office Functions (Version 3), 2023-2028 Regional Education Development Plan, and MATATAG Basic Education Agenda;
 - validate the synchronization of activities to be undertaken, indicators, major deliverables and milestones, schedule and duration, and the budgetary and procurement requirements; and
 - check the alignment of the WFPs with the policies, rules, and regulations of the Department.

3. The participants in this activity are the following:

Office / Participants	No. of Participants
Top Management	2
Division Chiefs	8
Personnel in charge of PMIS per office	9
EPS, PO III, and AO II of PPRD	3
Budget Section Head	1
Procurement Unit Head	1
Total	24

4. Relative to this, the office/division heads shall present the WFPs which consists of the Physical Plan, Monthly Obligation Program, and Monthly Disbursement Program.

5. Prior to the presentation, all offices shall conduct a final review of their draft WFPs to ensure the vertical and horizontal alignments of their outputs, activities, and indicators and compliance with the relevant guidelines and requirements on plan preparation.
6. Each office shall be given 15 minutes to present their WFPs. Another 15 minutes shall be given to the Planning, Finance, and Procurement Units, and the Top Management to give feedback. The presenters are required to bring laptops and prepare four (4) printout copies of their WFPs.
7. The expenses for meals and snacks, venue rental, and other incidental expenses shall be charged against PPRD Local Funds, subject to the existing accounting and auditing rules and regulations.
8. Immediate dissemination of and strict compliance with this Memorandum are desired.


EVELYN R. FETALVERO CESO IV
Regional Director 

Enclosures: None

References: As stated

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

BUDGET PLAN PROGRAMS PROJECTS

PPRD-MBG

