



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

February 13, 2025

**OFFICE MEMORANDUM**

PPRD-2025- **079**

**PARTICIPATION OF DEPED REGION VIII TO THE 2028  
BUDGET PRESENTATION AND DELIBERATION**

To: Director III  
Functional Division Chiefs  
All Others Concerned

1. Attached is Memorandum STR-250211-2026 titled 'Invitation to the FY 2026-2028 Budget Presentation and Deliberation,' which invites the DepEd Regional Office VIII to the Budget Presentation and ExeCom Deliberation (Central Office-Regional Office Convergence) from February 18 to 21, 2025 at a venue within National Capital Region (live-in workshop).

2. The activity aims to finalize the agency's plans, and budget, ensuring the alignment with the 5-Point Reform Agenda and fostering coherence between national and regional plans.

3. Participants of DepEd Regional Office VIII are as follows:

| Office                                  | Name  |
|---|---|
| Regional Director                       | Evelyn R. Fetalvero, CESO III                   |
| Finance Division                        | Alma E. Suyom<br>Gary N. Calipayan              |
| Policy, Planning, and Research Division | Rita R. Dimakiling, PhD<br>Mark Lito B. Gallano |

4. All expenses incurred relative to the region's participation in this activity shall be charged against the local fund, subject to the usual accounting and auditing rules and regulations.

5. Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO, CESO III**  
Regional Director  
DEPARTMENT OF EDUCATION  
REGIONAL OFFICE VIII  
RECORDS SECTION  
**RECEIVED**  
**079**  
By:  Date: **2-13-25**

PPRD-RCB



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Republic of the Philippines  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY FOR STRATEGIC MANAGEMENT  
(POLICY, PLANNING, AND MONITORING & EVALUATION)

STR-250211-2026  
**MEMORANDUM**

**FOR :** **REGIONAL DIRECTORS**  
**CHIEFS OF POLICY, PLANNING, AND RESEARCH DIVISION**  
**CHIEFS OF FINANCE DIVISION**

**FROM :** **RONALD U. MENDOZA, PhD**  
Undersecretary for Strategic Management

  
**ATTY. EDSON BYRON K. SY**  
Assistant Secretary for Finance  
Officer-In-Charge  
Office of the Undersecretary for Finance

  
**DEKTER A. GALBAN**  
Assistant Secretary for Operations  
Officer-In-Charge  
Office of the Undersecretary for Operations

**SUBJECT :** **INVITATION TO THE FY 2026-2028 BUDGET  
PRESENTATION AND DELIBERATION**

**DATE :** 11 February 2025

In line with the agency's planning and budgeting process for Fiscal Year 2026-2028, we invite you to participate in the **Budget Presentation and ExeCom Deliberation (Central Office-Regional Office Convergence)** from **February 18 to 21, 2025**, at a **venue within NCR (live-in workshop)**. This activity aims to finalize the agency's plans and budget, ensuring alignment with the 5-Point Reform Agenda and fostering coherence between national and regional plans. Expected participants are the **Regional Directors, and Chiefs of Policy, Planning, and Research Division (PPRD) and Finance Division**.

The presentation shall be on **February 19, 2025, with Executive Committee Members as panelists from 8:30AM to 5:00PM**. The regions will be grouped into three (3) parallel sessions, each with a set of EXECOM members serving as the panel for the Regional Directors' presentations. The expected output will be a revised proposal based on the panel's inputs. **The Regional Directors will then present**





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**CHIEFS OF FINANCE DIVISION**

**FROM :** **RONALD U. MENDOZA, PhD**  
Undersecretary for Strategic Management *RM*

*[Signature]*  
**ATTY. EDSON BYRON K. SY**  
Assistant Secretary for Finance  
Officer-In-Charge  
Office of the Undersecretary for Finance

*[Signature]*  
**DEXTER A. GALBAN**  
Assistant Secretary for Operations  
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Office of the Undersecretary for Operations

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proposal based on the panel's inputs. **The Regional Directors will then present the revised proposal focusing on the Top 3 Priorities of the Region, to Secretary Sonny M. Angara on February 28, 2025,** at the Bulwagan ng Karunungan. The final program and workshop mechanics will be issued separately.

As discussed during the Orientation for RO personnel and Forward Estimates workshop, the regional offices shall prepare the following:

- Accomplished FY 2026 Plan and Budget Proposal Template for Group 1 programs (see Annex 1)
- For Group 2 Programs, proposal with database to support the computation of requirements for Group 2 programs (baseline data, programmed for FY 2025, and total requirements for the proposal for FY 2026-2028)
- Powerpoint presentation outline (Annex 2)

Please refer to **Annex 3** for the guide to preparing the proposals. The materials shall be submitted to [ps.ppd@deped.gov.ph](mailto:ps.ppd@deped.gov.ph) on or before **February 17, 2025 at 12NN** to give the panel and secretariat appropriate time to review.

Additionally, kindly take note of the following technical and administrative matters:

1. Please bring seven (7) printed colored copies of the presentation material for reference of the panel with one (1) slide per page.
2. To guide in the preparation of the proposals, kindly find the program related materials such as program profile, implementing guidelines, FY 2026-2028 materials submission of Central Office covering selected programs subjected to Forward Estimates in the following link: <https://tinyurl.com/CORO-ROMaterials>.
3. Check in will be on February 18, 2025, with dinner as first meal while check out will be on February 21, 2025, with breakfast as last meal.
4. Strictly three (3) slots are allotted per region.
5. Travel expenses of participants shall be charged to local funds subject to usual accounting and auditing rules and regulations.
6. Participants are advised to register through the provided link: <https://tinyurl.com/RegCORO-FY2026-2028BudgetPlans>.
7. For **venue and accommodation concerns**, you may contact **Ms. Ruby Claudia G. Aquino** of PPS-PPD through mobile number **+639178409106**.

For program-related concerns, you may contact **Ms. Maria Katrina L. Gregorio** of the Policy and Planning Service – Planning and Programming Division through email at [ps.ppd@deped.gov.ph](mailto:ps.ppd@deped.gov.ph), via landline number **(02) 8633-7216**, or Viber number **+639284943633** Alternatively, you may also contact the PPD focal assigned to your region.

**This memorandum shall serve as the Travel Authority of the participants.**

We appreciate your continued support and look forward to your participation.



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### ANNEX 3. GUIDE TO PROPOSAL PREPARATION

As discussed during the *Online Orientation on FY 2026-2028 Plan and Budget Preparation for ROs and CO* held last January 27, 2025, the Regional Offices will propose on selected Programs/Activities/Projects (PAPs), with details as follows:

- A. **Group 1: Programs that the RO will Propose On.** These Programs were selected based on any of the following criteria: historical provision of Program Support Fund to the Field offices and historically employs direct release of funds.
1. Human Resource Development for Personnel in Schools and Learning Centers
  2. Flexible Learning Options – Alternative Learning System and Alternative Delivery Mode
  3. Special Needs Education Program
  4. Madrasah Education Program
  5. Indigenous Peoples' Education Program
  6. Policy and Research Program
  7. Disaster Preparedness and Response Program
  8. Learner Support Program
  9. Computerization Program++
  10. Unique PAP – PAP that the RO urgently need but not covered by any existing PAP

To support digitalization as one of the strategic levers of reform, the ROs can also propose initiatives that are not covered by the usual provisions under the DepEd Computerization Package, that is E-Learning Carts, Smart TV, school-wide connectivity, and PSF. This will be the content under Computerization++.

Under “Unique PAP”, the ROs may propose any PAP or initiative that are not currently covered and funded by any of the existing PAPs.

The regions shall accomplish the Program Proposal Template (Annex 1) for each program under Group 1. The region will start with the assessment of program performance in terms of depth and level of implementation of the whole region covering physical, financial, and other operational and policy matters. The ROs may use program implementation reports, policy feedback, and other monitoring and evaluation results as reference. The program profile and implementing guidelines are also provided in this link <https://tinyurl.com/CORO-ROMaterials> for ready reference. Consultations may be done with focal persons and field counterparts. Use of administrative data from the BEIS, LIS, and other existing systems (if any) is encouraged. Based on the assessment and the 2025 plans, plot and calibrate the three-year plan for the program using zero-based budgeting. Identify the outputs with corresponding targets and financial estimates, and timeline using the form in Annex 1.

The regions shall then rank the programs based on need and considering the criteria in Item C. The brief profile of the RO, highlights of the proposal, ranking,



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and rationale for the ranking shall be reflected and presented using the powerpoint template in Annex 3.

**B. Group 2: Programs Subjected to Validation of Data and Requirements.** These PAPs under the Basic Inputs and Support to Schools and Learners are the usual PAPs that are driven by enrollment data. The purpose will be validation of requirements including all supporting assumptions and data requirements. These includes the PAPs that can also be subjected to Early Procurement Activities (EPA) and deployment in case of plantilla.

1. Basic Education Facilities Fund incl all its components
2. Last Mile Schools Program
3. Gabaldon
4. Computerization Program
5. Flexible Learning Options-Learning Resources
6. Learning Tools and Equipment – TVL and SME
7. School-based Feeding Program
8. New School Personnel Positions- Teaching and Non-Teaching

For these programs, the region shall prepare the latest baseline data. Please note that this should include accomplishments of the PAPs as of December 31, 2024 as reflected in the Budget Accountability Report 1 – Report on Physical Operations. Programmed allocation for FY 2025 and spillover from FY 2024 should also be factored-in if already available. Using the overall client (universe), actual official enrolment data, and the planning parameters, compute the total requirements or shortages. Compare the Central Proposal against your computed shortages/deficit to validate the correctness of the said proposal. Considering the 5-Pt Agenda, historical performance, organizational capacity, and other criteria, plot the proposal for FY 2026-2028. The ROs may note unique conditions or situation that may not be covered by the planning parameter.

### C. Presentation Mechanics

The Regional Offices shall be divided into three (3) parallel sessions with selected Undersecretaries and Assistant Secretaries as panel.

The Regional Offices shall be allotted a maximum of 30 minutes presentation and maximum of 45 minutes Question and Answer for a total of 75 minutes for each region.

### D. Criteria for Evaluating the Proposals

| Criteria           | Description  |
|--------------------|--|
| Relevance<br>(35%) | Highly supportive and contributes to the achievement of the commitments under 5-POINT Reform Agenda<br>Increases access of learners to basic education; improve school environment and learners' ratio |



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| Criteria                   | Description   |
|----------------------------|---|
|                            | Plans are based on the situational analysis and needs of clients to be served   |
| Implementation-ready (35%) | Proposals have clear, comprehensive and complete submissions of supporting documents<br>Proposal has considered dependencies and ensures synchronicity with pre-requisite outputs and processes from other offices  |
| Absorptive Capacity (15%)  | Plans can be realized/delivered and paid within the year<br>Absorptive capacity to implement the plan (to consider the historical performance for the past three (3) years, physical accomplishment is at least nearing 100%). This includes organizational capacity. |
| Urgency (15%)              | Proposals will resolve issues and concerns that need to be addressed promptly   |



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