



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

March 31, 2026

REGIONAL MEMORANDUM

NO. **396** s. 2026

**COMPLETION OF THE FY 2027 PLANS AND BUDGET PROPOSALS
IMPLEMENTATION READINESS DOCUMENTS
SUBMITTED TO THE REGIONAL
DEVELOPMENT COUNCIL**

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

1. To uphold the Department's standards for results-based planning and ensure the Regional Development Council's (RDC) endorsement of the FY 2027 Tier 2 Project Proposals, all field offices are directed to immediately complete all outstanding Implementation Readiness (IR) documents for proposals submitted through the RDC Investment Management System (IMS). Adherence to this directive is critical to securing favorable evaluation at the regional level and subsequent elevation to the national level; as such, all pending requirements must be finalized on or before **April 8, 2026**.
2. The list of Tier 2 Project Proposals submitted to the RDC-IMS is available at the following link: <https://tinyurl.com/CompletionFY2027Tier2Proposals>.
3. The SDOs shall comply with the following:
 - a. All forms to be submitted must be signed and dated by all signatories.
 - b. Electronic signatures are allowed as all forms will be in electronic format.
 - c. Supporting documents (IR documents) uploaded to the IMS Drive must bear the proper file naming convention (*e.g. Project Name_Division Name_MGB Certificate*)
 - d. Provide the specific link to the IR document required for each project in the Implementation Readiness Docs tab in the IMS. Please ensure all files are accessible and viewable by the regional inter-agency project proposal evaluators.
 - e. Titles and details of the project proposals must not have abbreviations (*e.g. Curricular Offering – PS, it should be spelled out as Curricular Offering – Personnel Services*), with corresponding project/program description.
 - f. Ensure that all comments (if reflected) in the specific project are addressed appropriately and sufficiently; and

- g. Click "Submit to Agency Head" once all lacking requirements are updated and/or complied.

4. Immediate dissemination of and strict compliance with this Memorandum are desired.


SALUSTIANO T. JIMENEZ JD, EdD, CESO III 
Regional Director

Enclosures: As stated

References: None

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

BUDGET PLANS PROPOSALS

PPRD-HNC

