



January 10, 2019

REGIONAL MEMORANDUM

No. 010, s. 2019

DIVISION WORKSHOP ON THE PREPARATION OF THE FY 2020 BUDGET PROPOSAL

To: **Schools Division Superintendents**
Secondary School Principals
All Others Concerned
This Region

1. Pending issuance of the National Budget Call for FY 2020 on "Policy Guidelines and Procedures in the Preparation of the FY 2020 Budget Proposals, a one-day Workshop will be conducted in every Division Offices in conformity to Shifting to an Annual Cash-Based Budget, the Two-Tier Budget Approach (2TBA), Program Expenditure Classification (PREXC) approach to support the President's 0+10-Point Socio Economic Agenda and operationalize the goals and strategies and priorities as embodied in the Philippine Development Plan and the Public Investment Program for the period 2017 - 2022, regional trusts and Gender and Development (GAD) starting February 5 to February 15, 2019.
2. The venue, schedule and number of participants are shown below:

Division	Host Division	Date	No. of Participants							Total
			Divi sion	Secondary School Principal / TIC					Senior Book keeper	
				IU	Main	Annex	IS	Total		
1.) Bayugan City	Bislig City Division	2/5/2019 - Tue 8am – 5pm	8	5	5	0	0	10	5	23
2.) Bislig City			8	3	12	2	1	18	3	29
3.) Agusan Del Sur	ADS Division	2/6/2019 - Wed 8am – 5pm	8	26	57	3	0	86	26	120
4.) Surigao Del Sur	SDS Division	2/7/2019 - Thu 8am – 5pm	8	28	28	9	24	88	28	124
5.) Tandag City	Tandag City Division	2/8/2019 - Fri 8am – 5pm	8	3	1	0	1	5	3	16
6.) Surigao City	Dinagat Islands Div.	2/12/2019 - Tue 8am – 5pm	8	4	13	4	0	21	4	33
7.) Dinagat Island			8	9	19	2	0	30	9	47
8.) Surigao Del Norte	Siargao Islands Div.	2/13/2019 -Wed 8am – 5pm	8	17	16	2	0	35	17	60
9.) Siargao Islands			8	7	16	3	0	26	7	41

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10.) Agusan Del Norte	ADN Division	2/14/2019 - Thu 8am – 5pm	8	7	20	17	0	44	7	59
11.) Cabadbaran City			8	0	4	2	1	7	0	15
12.) Butuan City	Butuan City Division	2/15/2019 - Fri 8am – 5pm	8	12	18	0	7	37	12	57
	Total		96	121	209	44	34	407	121	624

3. Participants in the workshop are the following:
 - 3.1 For RO – Chief Administrative Officer, Supervising Administrative Officer, Budget Officer III, Budget Officers I and Planning Officer III.
 - 3.2 For Division Offices – SDS / CID & SGOD Chiefs, Planning Officer, Accountant, Budget Officer, Physical Facilities & Personnel Officers.
 - 3.2 For Secondary Schools – all Secondary School Principals / TIC, Bookkeepers of Implementing Units.
4. Participants should bring FY 2018 Personnel Services Itemization and Plantilla of Personnel (PSIPOP), as of December 31, 2018, calculator, Salary Schedule of Civilian personnel effective June 2012, Enrolment Data SY 2018-2019, Teacher, Textbooks, Classroom and WATSAN needs for FY 2020 and Performance Target FY 2020.
5. A registration fee of P500.00 will be collected by the Division Cashier from each participant to cover training expenses, handouts, 1 meal and 2 snacks. Transportation and other incidental expenses are chargeable against local funds subject to the usual accounting and auditing rules and regulations.
6. BP 205 – List of Actual Retirees FY 2020 and Tally of Positions per latest Plantilla CY 2018 should be accomplished and to be submitted on or before February 28, 2019 at the Finance Division, DepED RO 13. **(Attention Fe L. Alegado – Chief, Finance Division and Sheryl R. Puyo – HRMO, Admin. Division)**
7. Immediate dissemination and compliance of this memorandum is hereby directed.


FRANCIS CESAR B. BRINGAS, CESO V
 OIC – Regional Director

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