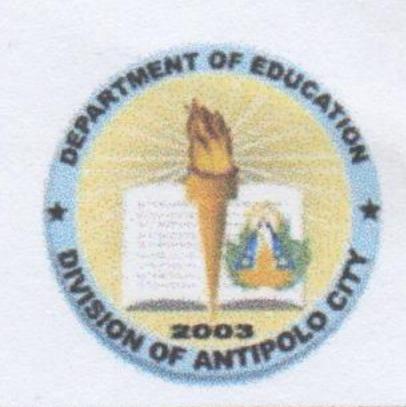


## Republic of the Philippines Department of Education Region IV-A CALABARZON DIVISION OF ANTIPOLO CITY



## MEMORANDUM

TO

OIC-Assistant Schools Division Superintendent

Public Schools District Supervisors

Elementary and Secondary School Heads

Senior Bookkeepers, Liaison Officers, GAD Focal Person

FROM

DR. ROMMEL C. BAUTISTA, CESO V

Schools Division Superintendent

SUBJECT

REITERATION OF DIVISION MEMORANDUM NO. 28 S. 2016 SEMINAR-

WORKSHOP ON FY 2017 BUDGET PREPARATION AND FY 2016 GUIDELINES

ON THE RELEASE OF FUNDS

DATE

March 8, 2016

This office reiterates the importance of the following data for budget preparation:

1. Proposed SIP and AIP for 2016-2017, 2017-2018

2. BEIS Data (Enrolment, Age Profile, No. of Teachers Trained, NAT Results and Targets)

3. PSIPOP (for IUs)

4. Copy of 2015 GAD Accomplishment Report and FY 2016 and 2017 GAD Plan and Budget

Hence, said data needs to be prepared ahead of time and be brought during the workshop.

For your guidance and strict compliance.