



Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF KABANKALAN CITY

DIVISION MEMORANDUM

No. 029, s. 2023

JAN 26 2024

**SUBMISSION OF INDICATIVE PROGRAMS, PROJECTS, AND ACTIVITIES
FOR FY 2025**

To: Assistant Schools Division Superintendent
Public Schools District Supervisors
School Heads of Non-Implementing Units

1. Pursuant to the National Budget Call for FY 2025 as the subject of National Budget Memorandum No. 149 of the Department of Budget and Management, all School Heads of Non-Implementing Units are requested to submit their respective planned Programs, Projects, and Activities (PPAs) for FY 2025 following the template attached as Enclosure No. 1 **until 08 February 2024** to the Budget and Finance Unit c/o Lyn Rose E. Otea, Administrative Officer V (Budget).
2. The planned PPAs must be consistent with the priority programs identified in the School Implementation Plan (SIP) 2022-2028, Office Functions and KRAs, and the School Calendar.
3. The early submission of the planned PPAs is crucial to the timely preparation of the SDO's FY 2025 Budget Proposal, which includes those of the Non-IUs', and to improving the efficiency of planning, programming, procurement, cash management, and payment processes and more importantly, to ensuring the relevance and quality of the services that the SDO and the Schools are mandated to provide.
4. Immediate dissemination of and compliance with this Memorandum are desired.

MICHELL L. ACOYONG, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



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Enclosure No. 1

Planned Programs, Project, and Activities (PPAs) for FY 2025

Title/Name of PPA	Description	Direct Beneficiaries	Reference (SIP, Office Functions and KRAs, School Calendar)	Outputs	Outcomes	Physical Target for the Outputs		Financial Requirement	
						Quantity	Unit	Unit Cost	Proposed Total Amount

Submitted by:

School Head



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