



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF BIÑAN CITY

Effectivity Date	08/05/2021
Revision No.	01

DEPARTMENT OF EDUCATION
Schools Division Office of Biñan City
RECORDS SECTION

RECEIVED
10 NOV 2021


10 Nov 2021

DIVISION MEMORANDUM
No. 500, s. 2021

MEETING IN THE PREPARATION OF FY 2022 BUDGET EXECUTION DOCUMENTS (BEDs)

To : Assistant Schools Division Superintendent
Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
Administrative Officer V

1. The Finance Section is informing all School Heads on the conduct of meeting in Preparation of FY 2022 Budget Execution Documents (BEDs) on November 11, 2021 (Thursday), 3:00pm via Google Meet.
2. Agenda for this activity are the following:
 - a. Status of MOOE Downloading FY 2021
 - b. National Expenditure Program (NEP) FY 2022
 - c. Preparation of Annual Procurement Plan Common Use Supplies and Equipments (APP-CSE) FY 2022
 - d. Preparation of Annual Procurement Plan Non-Common Use Supplies and Equipments (APP-NCSE) FY 2022
 - e. Preparation of Work and Financial Plan (WFP) FY 2022
3. Participants to this meeting are School Heads of Elementary, Junior High Schools, Senior High Schools, Division Planning Officer III, SEPS- Research, Division Supply Officer, Division Accountant III and Division Budget Officer III.
4. Immediate dissemination of this Memorandum is desired.


EDNA FAURA-AGUSTIN
Schools Division Superintendent

Encl: As stated
Reference:

OSDS/BUD / DM-MEETING IN THE PREPARATION OF FY 2022
BUDGET EXECUTION DOCUMENTS (BEDs)
3626 / 11/10/2021



Address: P. Burgos St. Brgy. Sto. Domingo, Biñan City Laguna
Website: depedbinancity.com.ph
Email: deped.binancity@deped.gov.ph
Telephone no: 511-4143/ 511-8620/ 511-4191/ 511-8746