



DEPARTMENT OF EDUCATION
SCHOOLS DIVISION OF BIÑAN CITY
RECORDS SECTION

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

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DIVISION MEMORANDUM
No. 056, s. 2022

**DIVISION WEBINAR WORKSHOP ON THE PREPARATION AND
CONSOLIDATION OF BUDGET PROPOSALS FOR THE FISCAL YEAR 2023**

To : Assistant Schools Division Superintendent
Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
All School Heads

1. In compliance with National Budget Memorandum No. 142, s. 2022 dated January 12, 2022, known as the National Budget Call for FY 2023, this Office through the Division Budget and Accounting Unit announces the conduct of **Division Webinar Workshop on the Preparation and Consolidation of Budget Proposals for the FY 2023** on **March 04, 2022**, from **8:30 a.m. to 4:00 p.m.** via **MS Teams**.
2. The webinar aims to:
 - a. provide directions to school division office, implementing units and non-implementing units on the preparation of budget proposal based on thrusts and priorities.
 - b. continue adoption of budget administrative reforms such as 2-tier budgeting approach (2TBA); program-based budgeting structure through Program Expenditure Classification approach (PREXC); and the Unified Account Code Structure (UACS);
 - c. ensure that all operations are on schedule and that their appropriated budgets can be fully obligated and disbursed within the fiscal year of FY 2023; and
 - d. provide technical support to operating units to focus on the implementation of the current year's appropriated budget.
3. The participants to this activity are the Budget Officer III, Accountant III, Planning Officer III, Division GAD Focal Person, Administrative Office IV (HR), Elementary and Secondary School Heads, Schools Administrative Officer II, School Property Custodians, and Senior Bookkeepers of Implementing Units and Non-Implementing Units. Participants should register on this link <https://tinyurl.com/SDOBinanBP2023-Registration>.
4. Meeting link will be sent one (1) hour before the start of the session. Participants are expected to enter the link fifteen (15) minutes before the activity.



Address: P. Burgos St., Brgy. Sto. Domingo, Biñan City, Laguna
Telephone Nos.: 511-4143/511-8620/511-4191/511-8746
Email Address: deped.binancity@deped.gov.ph
Website: depedbinan.com

5. Expenses relative to this activity shall be charged against School and Division MOOE subject to usual accounting and auditing rules and regulations. For inquiries and clarifications, please contact Darwin S. Malapaya, Budget Officer III at 09055161479.

6. Immediate and widest dissemination of this Memorandum is desired.


EDNA FAURA AGUSTIN
Schools Division Superintendent

Encl: Matrix of Activities

Reference: National Budget Memorandum No. 142, s. 2022

OSDS/BUD / DM- Division Webinar Workshop on the Preparation and Consolidation of Budget Proposal for Fiscal Year 2023
/ 03/02/2022



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MATRIX OF ACTIVITIES

TIME	ACTIVITY	IN-CHARGE
Master of Ceremony: Eden Grace B. Bidar		
March 4, 2022 8:30 – 9:00	Patriotic Song	AVP
	Opening Prayer	
	DepEd Vision and Mission	
	DepEd Quality Policy Statement	
	Welcome Message	EDENIA O. LIBRANDA Assistant Schools Division Superintendent
	Presentation of Participants	PAUL SENDRICK M. CAHIGAS Administrative Assistant III
	Statement of Purpose and Matrix of Activities	DARWIN S. MALAPAYA Budget Officer III
	Inspirational Message	EDNA FAURA-AGUSTIN Schools Division Superintendent
	Session 1 GAD Plan and Accomplishment	GERTRUDE A. ANUNCIACION EPS-SGOD / Division GAD Focal
	Session 2 HRMO Matters	TITO G. PASCUAL Administrative Officer IV- HR
	Session 3 Internal Guidelines and Release of 2022 Funds	MA. OLIVIA E. MIRANDA Accountant III
	Session 4 Budget Proposal Indicators/ Parameters	CHARLES M. PATIO Planning Officer III
	Session 5 Internal Guidelines on FY 2023 Budget Preparations	DARWIN S. MALAPAYA Budget Officer III
11:45 – 12:00	Q & A	
12:00 – 1:00	Lunch Break	
1:00 – 3:30	Workshop Proper Submission and Tracking of Outputs	
3:30 – 4:00	Closing Remarks	ARIEL M. CABANTOG Administrative Officer V



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