



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region I
SCHOOLS DIVISION OFFICE
DAGUPAN CITY



DIVISION MEMORANDUM
NO. 090, 2019

RELEASED
2-21-19
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Dr 2870

TO : Senior High School Heads
Secondary School Heads (IU's and Non-IU's)
Elementary School Heads
Administrative Officer IV (PSIPOP/Plantilla in-charge)
Accountant/Administrative Assistant III
Participants In-Charge in Budget and Finance

FROM : Office of the Schools Division Superintendent

SUBJECT : ADDENDUM TO DIVISION MEMORANDUM NO. 088, s. 2019
RE: SEMINAR-WORKSHOP ON THE PREPARATION OF FY 2020
BUDGET PROPOSAL

DATE : February 21, 2019


The Department of Education, Schools Division Office of Dagupan City through the Finance Division will conduct a Live-in Seminar-Workshop on the Preparation of FY 2020 Budget Proposal. This activity aims to discuss the procedure and policy guidelines on the preparation of the FY 2020 Budget Proposal; discuss updates on budgetary and other financial matters; and facilitate the preparation and submission of the FY 2020 Budget Proposal.

The said activity will be held at the Division Training Center on February 26, 2019 and will start at 8:00 AM.

Participants are advised to bring the following:

- a. Laptop and extension cords, calculator
- b. Service Records
- c. PSIPOP/Plantilla
- d. All other data needed in the preparation of budget proposal.

Outputs of participants shall be submitted after the workshop. Please be guided accordingly.


DR. LORNA G. BUGAYONG, CESO VI
Schools Division Superintendent