



DEPARTMENT OF EDUCATION
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY




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DIVISION MEMORANDUM
NO. 396 s. 2014

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Deped-MALAYBALAY CITY DIVISION
RELEASED
Date: 11/10/14 Time: 4:00 PM
By: [Signature]

TO: Education Program Supervisors
Division Coordinators
Public Schools District Supervisors
Elementary and Secondary School Heads (IU's and Non-IU's)
Unit Heads
This Division

FROM: 
EDILBERTO L. OPLENARIA
OIC-Schools Division Superintendent

RE: ORIENTATION WORKSHOP ON THE PREPARATION OF PPMP, APP-CSE AND
APP FOR CY 2015

DATE: November 6, 2014

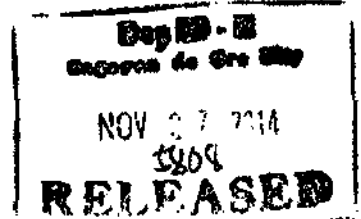
1. Pursuant to Sec. 7 of RA 9184 and its IRR and DBM Circular Letter No. 2013-14, the above-mentioned participants are directed to attend the Orientation Workshop on the Preparation of PPMP, APP-CSE and APP for CY 2015 on November 12, 2014 at The Gardens, C.M. Recto St., Malaybalay City at exactly 8:00 a.m.
2. This orientation-workshop aims to establish transparency in the procurement process and in the implementation of procurement laws through publication of APP, disseminate modification in the APP-CSE format and the process of submission, and to remind salient financial and technical aspect in the preparation of PPMP and APP.
3. The participants are required to bring laptop, extension wire and the Project Procurement Management Plan (PPMP) from each end-user using fair market prices of goods derived through actual and recent market analysis.
4. Travelling expenses incurred in going to and from the venue are chargeable against school Maintenance and Other Operating Expenses (MOOE) subject to usual accounting and auditing rules and regulations.
5. For strict compliance.

ELO/sylm

TO BE POSTED IN THE WEBSITE



Republic of the Philippines
Department of Education
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Date : November 7, 2014

FOR : Schools Division Superintendents/Officers In-charge
Attention: Administrative Officer/Supply Officer

FROM : ^{MA 10/10/} ATTY SHIRLEY O. CHATTO
Chief Administrative Officer
Officer In-Charge
Office of the Regional Director

SUBJECT : Addendum: Re Preparation of FY 2015 Budget Execution
Plans and Targets

In addition to the Unnumbered Memorandum of this Office dated November 6, 2014 relative to the Preparation of FY 2015 Budget Execution Plans and Targets, the Supply Officers are required to submit and email the 2015 BED No. 4, Annual Procurement Plan for Common Use Supplies and Equipment (APP-CSE) of the respective division offices at email addresses romaimelda@yahoo.com and embalan04@yahoo.com.

In order to finalize the submission of the FY 2015 Annual Procurement Plan for Common Use Supplies and Equipment (BED No. 4) the report is due on or before November 21, 2014 to give time for this Office to consolidate the reports which is due for submission to DBM-PS on or before November 30, 2014.

For strict compliance.

