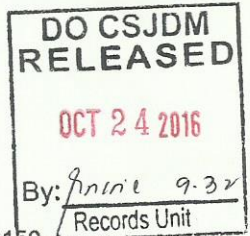


Republic of the Philippines
DEPARTMENT OF EDUCATION
Region III
DIVISION OF CITY SCHOOLS
City of San Jose del Monte



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MEMORANDUM

To : **ASDS, Division Chiefs, Education Program Supervisors, Public Schools District Supervisors, Unit Heads, All Others Concerned**

From : **The Schools Division Superintendent**

Subject : **CY2017 Annual Planning and Budget Conference**

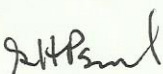
Date : **October 21, 2016**

Please be informed that CY2017 Annual Planning and Budget Conference is scheduled on November 7-9, 2016. The venue shall be announced later upon completion of procurement process.

Participants to this training are from the Office of the Schools Division Superintendent, Curriculum and Instruction Division and School Governance and Operations Division (Please refer to the attached list). The activity starts at 8:00AM. First meal to be served is breakfast on November 7 while last meal is PM snacks on November 9. Participants are advised to bring laptop computer.

Expenses relative to this activity shall be charged against Division INSET Funds.

The attendance of the attached list of participants is a must.


GERMELINA H. PASCUAL, CESO V
Schools Division Superintendent



“Collaborating with our Leaders, Caring for our Learners”





CY 2017 ANNUAL PLANNING AND BUDGET CONFERENCE

LIST OF PARTICIPANTS

NAME	DESIGNATION
OSDS	
1. Germelina H. Pascual, CESO V	Schools Division Superintendent
2. Maria Carmen P. Cuenco, Ed. D.	Asst. Schools Division Superintendent
3. Ma. Jima T. Cadiz	Admin. Officer V
4. Kristine Joy D. Quezada	Accountant
5. Orlando D. Gonzales	Budget Officer
6. Dennis P. Garcia	Supply Officer
7. Jeanny G. Roldan	Cashier
8. Arthur F. Francisco	ICT Coordinator
9. Ma. Socorro M. De Guzman	Records Officer
10. Ma. Theresa M. Roxas	Admin. Officer IV/HRMO
11. Janette Sta. Maria	Admin. Asst. III
12. Maria Ursula Ninfa S. Doctolero	Admin. Asst. III
13. Marlin S. Valdez	Admin. Asst. I
14. Brian R. De Vera	Admin. Aide VI
CID	
15. Rolando T. Sotelo, DEM	CID Chief
16. Cynthia V. Berdos	EPS I
17. Ma. Corazon P. Loja	EPS I
18. Esperanza D. Cruz	EPS I
19. Corazon G. Ignacio	EPS I
20. Emmanuel V. De Mesa	EPS I
21. Senen B. Jane	EPS I
22. Ruby Cagadas	EPS I
23. Jenny Quinto	EPS I
24. Marlon P. Daclis	EPS I
25. Leny B. Delos Reyes	EPS I
26. Vilma A. Marquez	Eps II
27. Imelda G. Logronio	Eps II
28. Dolores M. Lavilla	PSDS
29. Teresita S. Padilla	PSDS
30. Epifania F. De Leon	PSDS
31. Lydia T. Velunta	PSDS
32. Ma. Socorro Lindo	PSDS
33. Darlan Grageda, Jr.	PSDS
34. Mary Ann Neira	PSDS
35. Belen Bartolome	PSDS
SGOD	
36. Renato L. Ignacio	SEPS - Planning
37. Manuel P. Dela Cruz	SEPS - HRD
38. Robesa R. Hilario	SEPS - Monitoring & Evaluation
39. Ma. Felisa C. Camino	Planning Officer
40. Manuel T. Caliboso	PDO - DRRM
41. Isaac Jay B. Salinas	Engineer III
42. Urcesio A. Sepe	Eps Monitoring and Evaluation
43. Samuel S. Cariño	Eps HRD
44. Conrado O. Abraham	Eps Social Mobilization
45. Bernadette Rosaroso	EPS I





CY 2017 ANNUAL PLANNING AND BUDGET CONFERENCE

MATRIX

DAY 1 In Charge: OSDS	DAY 2 In Charge: SGOD	DAY 3 In Charge: CID
MORNING		
6:30 – 8:00 BREAKFAST		
7:30 - 8:00 Registration	8:00 – 8:30 MOL	8:00 – 8:30 MOL
8:00 – 8:30 Opening Program	8:30- 12:00	8:30- 12:00
8:30- 12:00 Session I: CY 2017 Budget Overview ORLANDO GONZALES – Facilitator Budget Officer	Individual Budget Preparation	SDO Budget Consolidation and Presentation ORLANDO GONZALES Budget Officer
12:00 – 1:00 LUNCH BREAK		
AFTERNOON		
1:00 – 6:00 Session II: APP& PPMP DENNIS GARCIA – Facilitator Supply Officer	1:00 – 6:00 Budget Presentation by Division MARIA CARMEN P. CUENCO, Ed. D for OSDS BERNADETTE B. ROSAROSO for SGOD ROLANDO T. SOTELO, DEM for CID	1:00 – 3:00 Budget Evaluation and Approval GERMELINA H. PASCUAL, CESO V Schools Division Superintendent 3:00 Closing Program
6:00 – 7:00 DINNER		