



Republic of the Philippines
Department of Education
Region XI

CITY SCHOOLS DIVISION OF DIGOS CITY
Digos City

**Office of the City Schools Division
Superintendent**

Tel. No. (082) 553-8375; 553-8376; 553-8396

Division Memorandum No. 139, s. 2016

TO : EMMANUEL P. HUGO - by: *ew*
Chief, Schools Governance and Operation Division

BEVERLY S. DAUGDAUG, ED.D *pp*
Chief, Curriculum Implementation Division

FRANCIS JUDE D. ALCOMENDRAS - *Francis*
Administrative Officer V

NEPTUNE L. TAMBILAWAN *NT* 2/1/2017
Administrative Officer V – Budget Office

AIRON M. ALEJANDRO *Airon*
Planning Officer III

FROM : DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent

SUBJECT : Attendance to Orientation and Workshop on the Preparation of
Forward Estimates per Schools Division

DATE : March 1, 2017

1. You are hereby directed to attend the Orientation and Workshop on the Preparation of Forward Estimates per Schools Division on March 2-3, 2017 at RELC-NEAP, Quirino Avenue, Davao City.
2. In connection with the Preparation of Forward Estimates for FY 2018, you are directed to bring with you the needed data/proposals for the items of your concern as enumerated below:
 - a. Facilities (classroom construction, repair and replacement, laboratories, workshop, etc.
 - b. Community Learning Centers
 - c. Furniture (for teachers and learners)
 - d. School Sites (acquisition and titling)
 - e. Tools and Equipment (Kindergarten, Science and Math, Techvoc, Arts, Sports)
 - f. ICT Packages
 - g. Teacher Items
 - h. Vouchers
 - i. Inclusion and Curricular Programs
 - j. Professional Development Programs
 - k. School-Based Feeding Program (SBFP)
 - l. Division-Initiated Program

DepEd Schools Division Office

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date: MAR 01 2017 time: 2:16

by: *f*

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3. Annex A of unnumbered DepEd Memorandum entitled "Templates for FY 2018 Forward Estimates" is hereto attached for your reference and use.
4. Each is also expected to bring laptop for the orientation and workshop.
5. This is a live-out orientation and workshop. The meals and snacks to be served throughout the duration of the orientation shall be charged against Regional Funds, while transportation and other incidental expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
6. For your information, guidance and compliance.