

Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
REHIYON V (IIGOL)

**TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES**

July 15, 2025

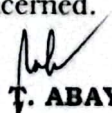
OFFICE MEMORANDUM

No. 074, s. 2025

**CONDUCT OF FY 2027-2028 PLANS AND BUDGET PROPOSAL WORKSHOP**

To: OIC-Assistant Schools Division Superintendent  
Chief Education Supervisors  
OSDS Unit Heads  
All Others Concerned

1. In line with the continuous effort of the Department of Education to enhancing planning and budgeting processes, and as agreed during the Orientation on the Preparation of the FY 2027-2028 Plans and Budget Proposal on June 9-10, 2025 at Lotus Blu Hotel, Legazpi City, this Office will conduct FY 2027-2028 Plans and Budget Proposal Workshop on July 19, 2025 at the venue to be announced on a separate memorandum.
2. The workshop aims the following:
  - a. Prepare and consolidate data-driven, realistic, and needs-based plans and budget proposals for FY 2027-2028, anchored on the division's priorities and performance gaps.
  - b. Engage Planning Team in participatory planning for synergy efficient resource use, and improved accountability in the delivery of basic education services.
3. The following enclosures are attached for reference and guidance:
  - a. Enclosure 1: Indicative Program
  - b. Enclosure 2: List of Participants
4. Participants are expected to do pre-workshop activities prior the said workshop. Materials to be used during the workshop are accessible through the link: <https://bit.ly/PlansBudgetMAT>
5. For participation of non-teaching and teaching related participants on Saturday shall be granted Compensatory Overtime Credit (COC) per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 1 s. 2015
6. For information, guidance, and compliance of all concerned.

  
**MA. JEANY T. ABAYON**

Asst. Schools Division Superintendent  
OIC-Office of the Schools Division Superintendent



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Enclosure 1 of Office Memorandum No. \_\_\_\_, s. 2025

**Indicative Program**

| Day/Time               | Activities/Topics Covered                                                                                                                                            | Responsible Persons                                 | Method         |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|----------------|
| <b>July 19, 2025</b>   |                                                                                                                                                                      |                                                     |                |
| 8:30 AM –<br>9:00 AM   | Prcliminaries                                                                                                                                                        |                                                     |                |
|                        | <ul style="list-style-type: none"> <li>Philippine National Anthem</li> <li>Prayer</li> <li>DepEd Catanduanes Hymn</li> <li>DepEd Quality Policy Statement</li> </ul> | Support Staff                                       | AVP            |
| 9:00 AM –<br>9:10 AM   | Roll Call                                                                                                                                                            | <b>Carol P. Gil</b><br>SEPS – HRD                   | F2F            |
| 9:10 AM –<br>9:40 AM   | Welcome Message                                                                                                                                                      | <b>Delfin A. Bondad</b><br>OIC – ASDS               | F2F            |
| 9:40 AM –<br>10:10 AM  | Inspirational Message                                                                                                                                                | <b>Ma. Jeany T. Abayon</b><br>OIC – SDS             | F2F            |
| 10:10 AM –<br>10:30 AM | Statement of Purpose                                                                                                                                                 | <b>Romel G. Petajen</b><br>CES – SGOD               | F2F            |
| 10:30 AM –<br>11:30 AM | Key Outcomes of 5-Point Reform Agenda                                                                                                                                | <b>Rey C. Bonayon</b><br>Planning Officer III       | F2F            |
| 11:30 AM –<br>12:00 NN | Assumptions and Planning Parameters for FY 2027 – 2028                                                                                                               | <b>Liza R. Bernardo</b><br>Administrative Officer V | F2F            |
| 1:00 PM –<br>1:15 PM   | Energizer                                                                                                                                                            | OSDS                                                |                |
| 1:15 PM –<br>2:15 NN   | Presentation and Discussion on the Details and Step-by-Step Procedures for Accomplishing the FY 2027 – 2028 Budget Proposal Templates                                | <b>Carol P. Gil</b><br>SEPS - HRD                   | F2F            |
| 2:15 PM –<br>3:45 PM   | Workshop in Accomplishing the FY 2027 – 2028 Budget Proposal Templates                                                                                               | Participants                                        | Group Activity |
| 3:45 PM –<br>4:45 PM   | Presentation of Outputs                                                                                                                                              | Participants                                        | F2F            |
| 4:45 PM –<br>5:00 PM   | Next Steps and Ways Forward                                                                                                                                          | <b>Romel G. Petajen</b><br>CES – SGOD               | F2F            |



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Enclosure 2 of Office Memorandum No. 074, s. 2025

**List of Participants**

| <b>OSDS (11)</b>                                                                                                                                                                                                                                         | <b>CID (11)</b>                                                                                                                                                                                                                                    | <b>SGOD (15)</b>                                                                                                                                                                                                                                                                                                        | <b>Support Staff (3)</b>                                           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|
| Ma. Jeany T. Abayon<br>Delfin A. Bondad<br>Atty. Norlito Jr. P. Agunday<br>Jennifer B. Metica<br>Eva S. Tolentino<br>Marjorose Lopez<br>Marichelle B. Llave<br>Cristina T. Barrameda<br>Cherie V. Perez<br>Angelo James O. Aguinalde<br>Liza R. Bernardo | Mary Jean S. Romero<br>Gina L. Custodio<br>Frankie T. Turalde<br>Jezrahel T. Omadto<br>Amelia B. Cabrera<br>Marivic T. Camacho<br>Niño Gerald C. Ceneta<br>Gina B. Pantino<br>Ma. Gina M. Templonuevo<br>Jesslyn T. Taway<br>1 PSDS Representative | Romel G. Petajen<br>Aroline T. Borja<br>Maria Rita SR. Tablate<br>Marife B. Brequillo<br>Maria Audrea L. Vivo<br>Carol P. Gil<br>Floren P. Clavo<br>Rey C. Bonayon<br>Rodger A. Matienzo<br>Amylou B. Celso<br>Hidelita Posada<br>Jennifer S. Casallo<br>Ma. Theresa G. Abundo<br>Alfred Bagadiong<br>Ma. Lourdes Sorra | Dessa Nhie M. Matienzo<br>Dave B. Tantiado<br>Ma. Elaine Magtangob |



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