



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

February 06, 2024

DIVISION MEMORANDUM
NO. 086, s. 2024

**REQUEST FOR THE SUMMARY LIST OF EQUIPMENT NEEDED FOR FY
2025 BUDGET PROPOSAL**

To: Assistant Schools Division Superintendents
CID and SGOD Chiefs
Public School District Supervisors
Heads of Secondary / Elementary Schools
School Property Custodians
District Property Custodians
All Others Concerned

1. Relative to the preparation of the FY 2025 Budget Proposals called for under national Budget Memorandum No. 149 dated December 27, 2023. This Office requests for the facilitation of the Summary List of Equipment Needed for 2025 Budget Proposal. Kindly access the provided link on or before February 08, 2024.

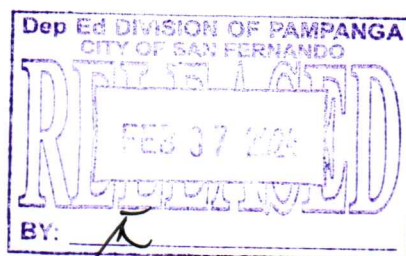
<https://bit.ly/EQUIPMENT2025>

2. Attached is the Regional Memorandum No. 083, s. 2024 re: Preparation and Submission of FY 2025 Budget Proposal for reference.

3. Immediate and wide dissemination of this Memorandum is desired.

ROMEO M. ALIP, PhD, CESO V
Schools Division Superintendent

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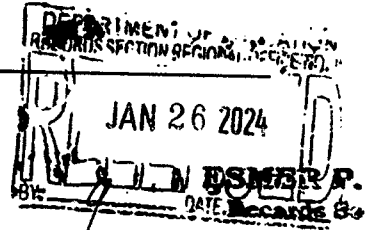
Encl.: As stated.
osds-supply-2024-02-008



Address: High School Blvd., Brgy. Lourdes, City of San Fernando (P)
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Republic of the Philippines
Department of Education
REGION III-CENTRAL LUZON



REGIONAL MEMORANDUM
No. 083, s. 2024

PREPARATION AND SUBMISSION OF FY 2025 BUDGET PROPOSALS

To : All Schools Division Superintendents
Regional Functional Division Chiefs Concerned

1. Relative to the preparation of the FY 2025 Budget Proposals called for under National Budget Memorandum No. 149 dated December 27, 2023, a shared responsibility to the preparation of a responsive budget shall be observed as follows:

- a. The Personnel Services (PS) (BP Form 201-A) requirements shall be computed by the Regional Office (RO) Finance Division in coordination with the Personnel Unit and the Policy, Planning, and Research Division (PPRD);
- b. The MOOE (BP Form 201-B) requirements shall be computed by the RO Finance Division in coordination with the PPRD using the formula to be provided by the Central Office;
- c. The following division-consolidated proposals shall be provided by the Schools Division Offices (SDOs):
 - i. Requirements for the construction of classrooms, laboratory buildings, school furniture (student's table and chair sets and teacher's table and chair sets), new teacher positions, and textbooks and teacher's manual based on the eBEIS/LIS databases and using the PPRD – RO III templates (BP Form 201-D);
 - ii. Priority List of Classrooms/School Buildings Needing Repair;
 - iii. Requirements for the Rehabilitation of Gabaldon School Buildings;
 - iv. Requirements for the Electrification Project;
 - v. Replacement of School Furniture;
 - vi. Requirements for School Sites Surveying and Titling;



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- vii. School-Based Feeding Program;
 - viii. List of Retirees (BP Form 205)
 - ix. Staffing Summary of Non-Permanent Positions, Casual, Contractual and Part-Time Personnel Chargeable Against PS (BP Form 204);
 - x. Updated List of Teachers, Alternative Learning System Coordinators and Multi-grade Teachers entitled to Special Hardship Allowance;
 - xi. List of Unimplemented ERFs/MTs and Reclassification of Positions as of December 31, 2023;
 - xii. Updated List of Public Health Workers Entitled To Subsistence and Laundry Allowance and Hazard Allowance;
 - xiii. Summary List of Equipment Needed (Proposals for Equipment Outlay shall be supported with Report of Inventory of Equipment);
 - xiv. Proposed Non-Teaching Positions (Administrative).
- d. Requirements for Learning Tools and Equipment shall be provided by the Curriculum Learning and Management Division (CLMD);
- e. Requirements for Computerization Program shall be provided by the Information Communication Technology Unit (ICTU) of the RO;
- f. Regional Proposals for the implementation of the following Special Programs shall be provided by the CLMD:
- i. Early Language Literacy and Numeracy;
 - ii. Multi-Grade Education Program;
 - iii. Indigenous Peoples Education Program (IPED);
 - iv. Flexible Learning Options (FLO);



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- v. Madrasah Education Program (MEP);
 - vi. Special Education Program (SPED).
2. Proposals for items c.i to c.vi shall be submitted in coordination with the Education Support Services Division (ESSD) and PPRD.
 3. Schools Division Superintendents are enjoined to direct those in-charge of updating the web-based databases, namely PSIPOP, eBEIS/LIS to regularly upload updates, for our region to have a more responsive share in the National Budget.
 4. All reports should be submitted in soft and hard copies to the Finance Division, this Office not later than February 12, 2024.
 5. The report formats to be used shall be downloaded thru the google link to be provided later.
 6. For information, guidance, and compliance.


MAY B. ECLAR, PhD, CESO III
Regional Director

References: National Budget Memorandum No. 149 dated December 27, 2023
To be indicated in the Perpetual Index
under the following subjects:

BUDGET MEMORANDUM


Fin2/bs1
January 26, 2024



Address: Matalino St. D.M. Government Center, Maimpis, City of San Fernando (P)
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