



Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
No. **0074**, s. 2025

JAN 24 2025

To: Schools Division Superintendents
Division Accountant
Division Budget Officer
Regional Office Finance Personnel
All Others Concerned

**VIRTUAL MEETING ON THE PREPARATION AND CONSOLIDATION OF THE
DIVISION CONSOLIDATED BUDGET PROPOSAL FOR FY 2026**

1. In line with the National Budget Call for FY 2026, the Finance Division will convene a virtual meeting to facilitate the preparation and consolidation of the Division Consolidated Budget Proposal for FY 2026. The meeting will be held on January 27, 2025, from 1:00 p.m. to 5:00 p.m., via the link: **<https://tinyurl.com/FY2026BP>**.
2. The objectives of the activity are the following:
 - a. Present the application of the "Normative Formula" in computing School Maintenance and Other Operating Expenses (MOOE),,
 - b. Discuss the required Budget Preparation (BP) Forms and guidelines, and
 - c. Address any issues or concerns related to the budget preparation process.
3. The participants are the following:
 - a. Division Accountants,
 - b. Division Budget Officers,
 - c. Three finance staff members from each division, and
 - d. Regional Office Finance personnel.
4. Immediate dissemination of this memorandum to all concerned personnel is desired.

BY THE AUTHORITY OF THE REGIONAL DIRECTOR:


PEDRO TENEBRO ESCOBARTE, JR.
Director III/Assistant Regional Director

Encl.: None
Reference: None
To be indicated in the Perpetual Index
under the following subjects:
BUDGET FORMS

FIN/enn
01/24/2025



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