



Republic of the Philippines
Department of Education
CARAGA REGION



December 02, 2020

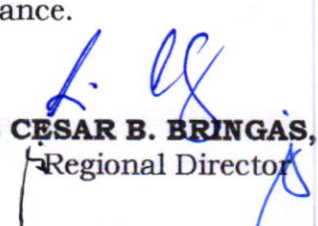
REGIONAL MEMORANDUM

No. 561, s. 2020

To: SCHOOLS DIVISION SUPERINTENDENTS/
ASSISTANT SUPERINTENDENTS
CHIEFS OF RO AND SDO FUNCTIONAL DIVISIONS
PROGRAM OWNERS
Caraga Region

PREPARATION OF WORK AND FINANCIAL PLAN TO BE ENCODED
IN THE PMIS FOR CALENDAR YEAR 2021 FOR THE REGIONAL
OFFICE AND SCHOOLS DIVISION OFFICES

1. All RO Functional Divisions and Schools Division Offices shall prepare the CY 2021 Work and Financial Plan as bases in the preparation of Expenditure Matrix to be uploaded to the Program Management System (PMIS). This is in consonance with the provisions of DepEd Order No. 16, series 2018 regarding policies, rules and regulations on the use and monitoring of funds. It aims to ensure timely, effective and efficient utilization of DepEd's Programs, Activities and Projects (PAPs). This is also to initiate mechanisms for transparency and accountability across the different levels of governance in the Region and Schools Division Offices.
2. In the crafting of the Work and Financial Plan for CY 2021, each Functional Division's PAPs which are SARO funded shall be included since these are to be accounted for during the RMEA. However, during the encoding of PAPs for inclusion to the Expenditure Matrix for uploading, only those PAPs funded by MOOE shall be included and counted. *For the Regional Office*, the amount to be uploaded to the PMIS shall tally with the allocated budget from the Finance Division. While for the Schools Division Offices, details of funding source shall be arranged with their Planning and Budget Officers.
3. For your information and immediate compliance.


FRANCIS CESAR B. BRINGAS, CESO V
Regional Director

Encls.: 'NONE'

Reference: DepEd Order No. 16, series 2018

To be indicated in the Perpetual Index
under the following subjects:

MATRICES

PAPs

PMIS

WORK AND FINANCIAL PLAN

PPR/mtd
12/02/2020



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