



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

November 28, 2022

REGION MEMORANDUM
PPRD No. 45, s. 2022

**FORMULATION, CONSOLIDATION AND FIRING-UP OF BUDGET PROPOSAL
CALENDAR YEAR 2024**

To: Schools Division Superintendents

1. This has reference to the issued memorandum signed by Undersecretary and Chief of Staff Epimaco V. Densing III dated August 23, 2022 with the subject, “**Central Office (CO) & Regional Office (RO) Convergence on FY 2022 Mid-Year Program Implementation Review (PIR) and FY 2023 Post-Planning**”, BDM Budget Call 2024 and NEDA AIP Formulation, RIDP memorandum.
2. The Policy, Planning, and Research Division shall conduct the **Formulation, Consolidation, and Firing-Up of Budget Proposal Calendar Year 2024** on **December 27 – 29, 2022** in General Santos City. This activity aims to prepare and craft a well-planned and reliable CY 2024 AIP and Budget Proposal.
3. To have an effective and efficient budget preparation, the concerned personnel are instructed to bring the basic education data inputs necessary for this workshop such as:
 - a. Needs Analysis (School Building New Construction, School Building Repair, Furniture, Teacher, Electrification, MOOE);
 - b. School Health Data (Wasted and Severely Wasted);
 - c. Gabaldon;
 - d. GASTPE (ESC, Voucher System, JDVP, TSS);
 - e. Latest Teacher Inventory; and
 - f. All other data needed for the crafting of budget proposal and Annual Investment Plan.
4. Furthermore, the participants are advised to bring laptops, chargers, extension wire, and Wi-Fi/modem to ensure internet connectivity. Meals and accommodation shall be charged to 2021 Continuing Fund while travel allowance and other incidental expenses incurred by the SDO participants shall be charged against division local funds, all subject to usual accounting rules and regulations.
5. See the following enclosures for reference and guidance:
Enclosure No. 1: List Participants
Enclosure No. 2: Indicative Program of Activities



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6. For information, guidance, and immediate compliance of all concerned.


CARLITO D. ROCAFORT
Director IV

Enclosures: As stated

Reference: RDC Memorandum dated August 24, 2022

Allotment: 2022 Current Fund

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

WORKSHOP ACTIVITIES

GAB/PPRD/RM – FORMULATION, CONSOLIDATION, AND FIRING-UP OF BUDGET PROPOSAL CY 2024
045/December 28, 2022



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Enclosure 1 to Region Memorandum PPRD No. 45, s. 2022: **List of Participants**

	No. of Participants	
Policy, Planning, and Research Division	7	
Finance Division - Budget Section	2	
Office/SDO	Planning Officer	Budget Officer
Cotabato Province	3	3
Sultan Kudarat	2	2
South Cotabato	2	2
Sarangani	2	2
Kidapawan	1	1
General Santos	1	1
Tacurong	1	1
Koronadal	1	1
Total No. of Participants	35	



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Enclosure 2 to Region Memorandum PPRD No. 45, s. 2022: **Indicative Program of Activities**

**FORMULATION, CONSOLIDATION AND FIRMING-UP OF BUDGET PROPOSAL
 CALENDAR YEAR 2024**

December 27 – 29, 2022
 General Santos City

TIME	ACTIVITY	PERSON IN-CHARGE
Day 1: November 27, 2022 (Tuesday) – Opening Program & Workshop Proper		
7:30 – 9:00 AM	Arrival	
9:00 – 9:30 AM	Preliminaries and Attendance Checking	Secretariat
9:30 – 10:00 AM	Opening Remarks	Glenn A. Bisnar PPRD Chief
10:00 – 10:15 AM	Message of Inspiration	Rebonfamil R. Baguio Director III
10:15 – 10:30 AM	Statement of Purpose	Noren Grace G. Laguting AO V - Regional Budget Officer Reynaldo S. Gallardo Regional Planning Officer
10:30 – 12:00 AM	Workshop Proper on the Formulation, Consolidation and Firming-Up of Budget Proposal CY 2024	PPRD and SDO Planning / RO-FD and Budget Officers
12:00 – 1:00 PM	L U N C H	
1:00 – 5:00 AM	Continuation of the workshop	PPRD, FD-Budget, SDO Planning Officers and Budget Officers
<i>Dinner</i>		
Day 2: November 28, 2022 (Wednesday) – Continuation of Workshop Proper		
8:00 – 8:30 AM	Management of Learning	
8:00 – 12:00 PM	Continuation of the workshop	PPRD, FD-Budget, SDO Planning Officers and Budget Officers
12:00 – 1:00 PM	L U N C H	
1:00 – 5:00 PM	Continuation of the workshop	PPRD, FD-Budget, SDO Planning Officers and Budget Officers
<i>Dinner</i>		
Day 3: November 29, 2022 Thursday – Presentation of Outputs & Closing		
8:00 – 8:30 AM	Management of Learning	
8:30 – 12:00 NN	Presentation of outputs	
12:00 – 1:00 PM	L U N C H	
1:00 – 3:30 PM	Ways forward, next steps and agreements	PPRD & FD-Budget
3:30 – 5:00 PM	Closing	



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