



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

April 12, 2024

REGION MEMORANDUM
PPRD-2024-027

SIGNATORIES ON PMIS-RELATED DOCUMENTS

To: Schools Division Superintendents
Regional Functional Division Chiefs

1. This has reference to DepEd Order 11, s. 2021 titled, "Guidelines on the Operationalization of the Program Management Information System".
2. To be at par with the Program Management Information System process, below are the documents with prescribed signatories:

Document	Accountability As reflected in the generated documents and PMIS	Signatories	
		Regional Office	Schools Division Office
Activity Request	From	Chief or Section Head	Chief or Section Head
	For	Regional Director	Schools Division Superintendent
Authority to Conduct	From Thru	Chief or Section Head	Chief or Section Head
		Budget Officer III	Budget Officer III
		Accountant III	Accountant III
	Chief, QAD	Chief, SGOD	
For	Regional Director	Schools Division Superintendent	
Offline WFP	Prepared by	Program Holder or Section Head	Program Holder or Section Head
	Reviewed by	Chief	Chief
	Noted by	Budget Officer III	Budget Officer III
		BAC Secretariat Head	BAC Secretariat Head
	Chief, PPRD	Chief, SGOD	
	Recommended by	Asst. Regional Director	Asst. Schools Division Superintendent
Approved by	Regional Director	Schools Division Superintendent	
Online WFP	Prepared by	Program Holder or Section Head	Program Holder or Section Head
	Reviewed by	Chief	Chief
	Noted by	Budget Officer III	Budget Officer III
	Recommended by	Asst. Regional Director	Asst. Schools Division Superintendent
	Approved by	Regional Director	Schools Division Superintendent



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3. For further inquiries, contact Dr. Glenn A. Bisnar, Chief through glenn.bisnar@deped.gov.ph or Raffy G. Herrera, EPS through raffy.herrera001@deped.gov.ph.
4. For information and compliance of all concerned.


CARLITO D. ROCAFORT
Director IV

Enclosure: None

References: DepEd Order 11 series of 2021

Allotment: None

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

PLANNING PROGRAM

GAB/PPRD/RM /SIGNATORIES ON PMIS-RELATED DOCUMENTS (PMIS)/027/April 12, 2024



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