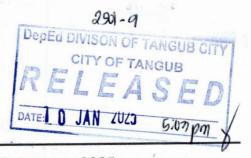


## Department of Education

Region X
SCHOOLS DIVISION OF TANGUB CITY



02 January 2025

DIVISION MEMORANDUM
No. 000 . s. 2025

\_\_\_\_, s. 2025

## PREPARATION OF THE 2026 PROPOSED BUDGET

To: Assistant Schools Division Superintendent

CID and SGOD Chiefs

**Education Program Supervisors** 

OSDS Section Heads

SGOD Personnel

All Other Concerned

- 1. Regarding the **2026 Proposed Budget**, the holder of the following programs shall start their initial preparations:
  - a. Learner Support Programs
  - b. Creation of New Positions for Administrative Offices
  - c. Building Partnership and Linkages Program
  - d. Physical Fitness and School Sports
  - e. Disaster Preparedness and Response Program
  - f. Child Protection Program
  - g. Education Policy Development Programs
    - i. Basic Education Curriculum
    - ii. Early Language Literacy and Numeracy
    - iii. National Assessment Systems for Basic Education
    - iv. Policy and Research Program
    - v. Curricular programs, learning management models, standards and strategy development
  - h. Basic Education Inputs Program
    - i. New School Personnel Positions
    - ii. Improvement and Acquisition of School Sites
    - iii. Basic Education Facilities
    - iv. Textbooks and other Instructional Materials
    - v. Computerization Program
    - vi. Learning Tools and Equip
  - i. Inclusive Education Program
    - i. MADRASAH Education Program
    - ii. Indigenous Peoples' Education (IPEd) Program
    - iii. Special Education Program
    - iv. Multigrade Education Program

- v. Flexible Learning Options (ALS, ADM, Education in Emergencies)
- j. Support to Schools and Learners Program
  - i. Joint Delivery Voucher for Senior High School
  - ii. School-Based Feeding Program
  - Implementation of the Grand of cash allowance, hardship pay, ERF, conversion of MT and reclassification of positions
- k. Education Human Resource Development Program
  - Human resource development for school-based personnel and learning centers
  - ii. Teacher quality and development program
- 1. Statutory Expenditure
  - i. Gender and Development (GAD)
  - ii. PWDs and Senior Citizens
- 2. The program holders and the planning and finance units of the SDO shall include only the implementation-ready programs.
- The templates for preparing the proposals can be accessed at https://tinyurl.com/2026BudgetProposalSubmission
- 4. For any inquiries and clarifications, please contact Marites C. Suminguit, Budget Officer-III, and Dorothy P. Neri, Planning Officer-III.
- 5. Attached is the **timeline** to be strictly followed in preparing for the 2026 Budget Proposal.
- 6. This Office directs the immediate and wide dissemination of this Memorandum

Schools Division Superintendent 2

To be indicated in the <u>Perpetual Index</u> under the following subject:

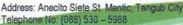
BUDGET

SAU/DPN - Preparation of the 2026 Proposed Budget 02 January 2025









## PREPARATION OF THE 2026 PROPOSED BUDGET

Indicative Schedule of Activities

Schedule	Activities	Participants
On or before January 6	Division Workshop on the	All Division Chiefs,
to 7, 2025	Preparation of the 2026	Division Engineer,
	Proposed Budget (Tier 1	Division GAD Focal
	& Tier 2)	Person, Senior Citizen
		Focal Person, PWD Focal
		Person, DRRM/Climate
		Adaptation Focal Person,
		Budget Officer, Division
		Accountant, Division
		Planning Officer, Program
		Holders
January 13-15, 2025	Regional Workshop on	Budget Officer, Division
	the Finalization of the	Accountant, HRMO II-
	2026 Proposed Budget	Personnel
January 16, 2025	Workshop on the	Planning Officer
	Finalization of the	
	Consolidated Proposed	
	Budget (Tier 1 & Tier 2)	
January 21, 2025	Submission of the Final	Planning Officer
	Budget Proposal to the	
	Regional Office	
January 23, 2025	Presentation of the	Schools Division
	Schools Division Offices'	Superintendent,
	2026 Proposed Budget to	Assistant Schools
The state of the s	the Regional Office	Division Superintendent,
		CID Chief, SGOD Chief,
Total Control of the		Division Engineer, GAD
		Focal Person, Budget
The state of the s		Officer, Accountant,
		Planning Officer



