



Republic of the Philippines
Department of Education
 NEGROS ISLAND REGION
SCHOOLS DIVISION OF ESCALANTE CITY



February 27, 2026

DIVISION MEMORANDUM

No. /// s, 2026

**WORKSHOP-CONFERENCE ON THE SUBMISSION OF
 CY 2027 DIVISION AND SCHOOLS' BUDGET PROPOSALS**

- TO: OIC-Assistant Schools Division Superintendent
 All School Heads
 All Division Program Handlers
 All Section Heads
 All Administrative Officers II
 All Budget Unit Personnel
 Planning Officer III
 All Others Concerned

1. In reponse to the Budget Call for CY 2027 by the Department of Budget and Management (DBM) and NEDA's Regional Development Council (RDC), this office, through the collaboration of the Budget and Planning Units, will conduct a Workshop-Conference on the Submission of Budget Proposals for CY 2027 on the following schedule:

Date	Target Participants	Time	Venue
March 9, 2026	ExeCom, 2 representatives each from Elementary Schools, Budget Unit Personnel and Planning Officer III	8:00 AM – 2:00 PM	Gabriela Hall
March 9, 2026	ExeCom, All SDO Program Handlers, Section Heads, Budget Unit Perosnnel and Planning Officer III	3:00 PM – 5:00 PM	Gabriela Hall
March 10, 2026	ExeCom, 2 representatives each from Secondary Schools, Budget Unit Personnel and Planning Officer III	8:00 AM – 2:00 PM	Gabriela Hall

2. A Registration Fee in the amount of **PhP 1,000.00** shall be collected from each school to cover the necessary expenses for the conduct of said activity subject to the usual accounting, auditing and budget rules and regulations.

Para sa Kampeon na Escalantehanon. SIGE (Sustainable Initiatives Geared towards Excellence), Escalante. Sa SDO Escalante. May Kaagapay Ka!

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3. The participants to this activity are the School Heads, Administrative Officers II, Senior Bookkeepers, Budget Unit Staff and Planning Officer III.
4. The participants are urged to bring laptops, internet connectivity device and extension cords.
5. Attendance is a must.
6. For immediate dissemination and compliance.


PETER J. GALIMBA

OIC, Schools Division Superintendent

Reference : As stated
Enclosure : Annex A
Allotment : Division Order No. 1, 2019
To be indicated in the perpetual index under the following subjects:
KC - OSDS-Budget

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