



Republic of the Philippines  
**Department of Education**  
Region VI- Western Visayas  
**DIVISION OF SAGAY CITY**

JAN 23 2025

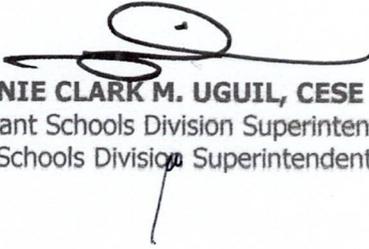
**DIVISION MEMORANDUM**

No. 060, s. 2025

**COORDINATION MEETING IN PREPARATION FOR THE FY 2026 BUDGET PROPOSAL**

TO : Assistant Schools Division Superintendent  
Chiefs of CID and SGOD  
Education Program Supervisors of CID & SGOD  
All Others Concerned

1. In compliance with the Regional Memorandum No. 66, s. 2025 titled **Submission of FY 2026 Budget Proposal** dated January 22, 2025, there will be a meeting with all Program Owners this Monday, January 27, 2025, 9:00am at the Division Conference Room. Chiefs, Unit and Section Heads must attend.
2. The purpose of this meeting is to discuss the details of the FY 2026 Budget Proposal template. The Program implementers shall provide the allocations based on their actual needs.
3. All personnel concerned are advised to bring their previous year's budget proposal so we have a reference for 2026. Link of the template to be discussed can be accessed at <https://tinyurl.com/SDOSagayFY2026BudgetTemplate>.
4. For any inquiries and clarifications, you can contact Noe B. Abdon- Administrative Officer V and OIC-Budget Officer, and Eng'r Brenda Dina C. Labangco- Planning Officer.
5. Immediate and wide dissemination of this Memorandum is desired.

  
**DANNIE CLARK M. UGUIL, CESE**  
Assistant Schools Division Superintendent  
OIC- Schools Division Superintendent



Enclosure : N/A  
Reference : As Stated  
Allotment : N/A  
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To be indicate in the **Perpetual Index** under the following subjects:  
**FORMS DATA REPORTS**

FN: bdc/SGOD-Planning



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