



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

DIVISION MEMORANDUM


No. 060, s. 2025

JAN 23 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