DIVISION MEMORANDUM
No. 128, 2015

To: Public Schools District Supervisors

From: NYMPHA D. GUEMO
OIC, Schools Division Superintendent

Subject: EMERGENCY CONFERENCE ON BOTTOM-UP BUDGETING (BUB) PROCESS PREPARATION FOR CY 2017

Date: November 20, 2015

Please be informed that there will be an emergency conference on Bottom-Up Budgeting (BUB) Process preparation for FY 2017 on November 25, 2015 at the SDO Conference Hall to start at 8:00 a.m.

Participants to this emergency conference are the fifteen (15) Public Schools District Supervisors, twenty (20) Municipal PTA Federated Presidents and twenty (20) District ALS Coordinators.

Important matters relative to the Bottom-Up Budgeting (BUB) Process preparation for 2017 will be taken up.

PSDSS are advised to bring the list of priory projects/schools based on the following 2017 BUB DepED Menu:

1. Installation of water supply
2. Construction of school fence
3. Construction of faculty rooms
4. Construction of school library
5. Construction of school clinic
6. Procurement of Transportation Facilities
7. Repair of existing and/or construction of additional senior high school technical-vocational-livelihood (TVL) workshops
8. Construction of senior high school arts and design workshops or facilities
9. Construction of senior high school sports facilities
10. Repair of existing and/or construction of additional senior high school laboratories (i.e. computer, science, robotics, speech)
11. Procurement of specialized equipment, tools and materials for SHS workshops and laboratories

Meals (Snacks and lunch) of participants shall be charged against Program Support Funds (PSF) subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of this memorandum is highly enjoined.