



Republic of the Philippines
Department of Education
 REGION XI
 SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
SGOD-2024-0572

To : Assistant Schools Division Superintendent
 Chiefs of the Schools Governance and Operations Division and
 Curriculum Implementation Division
 All Concerned

Subject : **CONDUCT OF TRAINING-WORKSHOP ON ANNUAL PLANNING AND
 BUDGETING FOR CY 2025-2026**

Date : November 4, 2024

Please be informed of the conduct of the **Training-Workshop on Annual Planning and Budgeting for CY 2025-2026** on November 12-13, 2024 (venue TBA).

Participants to this activity are the following, to wit:

No.	Name	Position
1	Jinky B. Firman PhD, CESO VI	Schools Division Superintendent
2	Basilio P. Mana-ay Jr. CESO VI	Assistant Schools Division Superintendent
3	Ailene B. Anonuevo PhD	Chief, SGOD
4	Janwario E. Yamota	Chief, CID
5	Antonio R. Pasquito Jr.	PSDS/Sports
6	Iryhn E. Petalcorin	PSDS/Basa Panabo/GSP
7	Reynaldo C. Deocampo Jr.	PSDS/BSP
8	Mary Ann M. Revilla	PSDS
9	Avelino D. Bitang	PSDS
10	Jaime C. Carlom	EPS/ALS/SNED
11	Djhoane C. Aguilar	EPS/LRMS
12	Maria Perpetua Angelita G. Suelto	EPS-English/Journalism
13	Ylcy B. Manguilimotan	EPS-Science
14	Carolyn M. Arado	EPS-Math/BAC
15	Peter A. Mijares	EPS-Filipino/MEP
16	John B. Visillas	EPS-AP / IPED
17	Elden D. Orbeta	EPS-Values
18	Ramil Jacky P. Firman	EPS-MAPEH



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No.	Name	Position
19	Juliet D. Raganas	GC/Testing Coordinator
20	Lilannie Somoso	EPS II
21	Lea Jane M. Isleta	EPS II
22	Raul E. Gacus	AO V
23	Glenn B. Separis CPA, CESE	Accountant III
24	Rosalie D. Estimada	Budget Officer
25	Neo Carlo R. Magno	HRMO
26	Tyron O. Dujali	ITO
27	Annalene D. Villanueva	Attorney III
28	Maya Flaminda G. Juanich	Supply Officer
29	Norpinang N. Pagagao	Records Officer
30	Kathryn Gae D. Jayoma	Cashier
31	Mary Joy C. Sagot	Administrative Assistant III
32	Kathleen Faye D. Pedral	Administrative Assistant III
33	Keren T. Luma	EPS-SGOD
34	Erick S. Dalumpines	SEPS
35	Ker Denzel G. Infiesto	PO III
36	Ana Liza M. Mendoza	SEPS
37	Erna O. Lumandong	EPS II
38	Kenneth S. Deligencia	SEPS
39	Ronmar V. Jayoma	SEPS
40	Engr. Eric S. Valencia	Engineer III
41	Hernani A. Resueno Jr.	PDO II
42	Arlene L. Choi, MD	Medical Officer III
43	Mae Ann N. Llana	Dentist II
44	Maria Susete B. Flores	Nurse II
45	Desiree Loren L. Barabat	Nurse II
46	Moolien Jane A. Estimada	Nurse II
47	Maria Ezcelmay S. Cabaylo	Nurse II
48	Rex C. Aniscal	AO II
49	Carmina D. Retes	AO II
50	Gladys C. Noel	PDO I
51	Shernny May C. Campo	Administrative Aide VI
52	Dearly Mae B. Cabote	Administrative Assistant III
53	Kim D. Uyanguren	Administrative Assistant III
54	Rodrigo B. Casona Jr.	Administrative Aide IV
55	Jaynard Cunado	Administrative Aide IV



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Attached is the Program Matrix as Annex A, for your reference.

Travel and other incidental expenses shall be charged against Division MOOE and/or local funds subject to the existing accounting and auditing rules and regulations.

For questions, we will be glad to assist you through Ker Denzel Infiesto, Planning Officer III at ker.infiesto@deped.gov.ph.

For your guidance and compliance.

JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

Encl: As stated
SGOD/aba/kdgi

For the SDS
AILENE B. ANONUEVO, Ph.D.
Chief Education Supervisor, SGOD
Incharge of the Division

RELEASED

NOV 06 2024

RECORDS SECTION, SDO PANABO CITY
BY 



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ANNEX A

Training-Workshop on Annual Planning & Budgeting for CY 2025-2026
November 12-13, 2024 - Venue TBA

TIME	PARTICULAR	IN-CHARGE
DAY 1 - Nov. 12 (Tuesday)		
1:00pm to 1:30pm	Arrival of Participants	Secretariat
1:31pm to 2:00pm	Prefatory National Anthem Prayer	PMT
	Welcome Remarks	Basilio P. Mana-ay Jr., CESO VI ASDS
	Inspirational Message	Jinky B. Firman PhD, CESO VI SDS
2:01pm to 3:00pm	Presentation of CY 2025 Division Planning Parameters	Ker Denzel G. Infiesto PO III
3:01pm to 3:10pm	Health Break	
3:11pm to 5:00pm	Workshop on Planning and Budgeting	Program Owners
5:01pm to 7:00pm	Presentation & Critiquing of CY 2025 Annual Budget by the Functional Division Process Observers: Basilio P. Mana-ay Jr., CESO VI (ASDS) Jinky B. Firman PhD, CESO VI (SDS)	Janwario E. Yamota CID Chief Raul E. Gacus Administrative Officer V Ailene B. Anonuevo PhD Chief, SGOD
DAY 2 - Nov. 13 (Wednesday)		
8:00am to 8:15am	Prefatory	Secretariat
8:16am to 9:00am	Continuation: Presentation of Critiquing of CY 2025 Annual Budget by the Functional Division	Program Owners
9:01am to 10:00am	Presentation of the Status of Division MOOE and SDO Budget for 2025	Rosalie D. Estimada Budget Officer
10:01am to 10:15am	Health Break	



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10:16am to 11:15am	Overview of the Program Management Information System (PMIS) Utilization and Preparation for CY 2025	Ker Denzel G. Infiesto PO III
11:16am to 11:30am	Open Forum	
11:31am to 11:45am	Ways Forward on the Proposed Plans and Budget for CY 2025	Erick S. Dalumpines EdD SEPS
11:46am to 12:00nn	Closing Program	Secretariat
12:01nn to 1:00pm	Lunch Break	