



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

20 Jan 2020

DIVISION MEMORANDUM
No. 028, s. 2020

Submission of FY 2021 Budget Proposal

To: **All Public Elementary and Secondary School Heads
School Bookkeepers
This Division**

1. In preparation for the Regional Workshop on the Preparation and Submission of FY 2021 Budget Proposal, all schools are hereby directed to submit their FY 2021 Budget Proposal in hard and soft copy on or before **January 27, 2020** to the Budget Section.
2. The soft copy of the FY 2021 Budget proposals shall be sent thru email account: eleonor.remonsada@deped.gov.ph.
3. Enclosed is a sample copy of the FY 2021 Budget Proposal template for reference. The soft copy of the said template will be posted in the MOOE Handlers of DepEd El Salvador City Division facebook page and will be sent to the deped email addresses of the school heads and school bookkeepers.
4. Immediate dissemination and strict compliance of this Memorandum is hereby enjoined

OLGA C. ALONSABE, PhD., CESE
Asst. Schools Division Superintendent
OIC-Office of the Schools Division Superintendent

BUDGET/EMR



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