



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

19 October 2020

DIVISION MEMORANDUM

No. 252, s. 2020

SUBMISSION OF FY 2021 APP-CSE AND WFP

To: All Program Owners
Section/Unit Heads
This Division

1. All program owners are hereby directed to submit the FY 2021 APP – CSE and WFP on or before **October 30, 2020** in soft copies and shall be sent thru email account: stephanie.saligumba@deped.gov.ph.
2. Enclosed are the FY 2021 Budget Allocation per Program Owner, FY 2021 Office Supplies Allocation per Section/Division for your reference.
3. Strict compliance of this Memorandum is hereby enjoined.

OLGA C. ALONSABE, Ph.D., CESE
Assistant Schools Division Superintendent
OIC-Office of the Schools Division Superintendent

To be indicated in the Perpetual Index
under the following subjects:

BUDGET SUBMISSION

OSDS/sps



MAINTENANCE AND OTHER OPERATING EXPENSES

GMAS - DIVISION OFFICE

BY OBJECT OF EXPENDITURES	FY 2021 GAA	M. QUISMUNDO	A. ATILLO / K. GUILLENA	TOTAL
		AMOUNT PER WFP	AMOUNT PER WFP	
Travelling Expenses	50,000.00			50,000.00
Training Expenses	-			-
Office Supplies/Other Supplies Expenses	455,000.00			455,000.00
Accountable Forms Expenses	3,000.00			3,000.00
Drugs and Medicines Expenses	15,000.00			15,000.00
Fuel, Oil and Lubricants Expenses	189,600.00			189,600.00
Water Expenses	35,000.00			35,000.00
Electricity Expenses	900,000.00			900,000.00
Postage and Courier Expenses	2,000.00			2,000.00
Mobile	265,200.00			265,200.00
Landline	24,000.00			24,000.00
Internet Subscription Expenses	468,000.00			468,000.00
Awards/Rewards Expenses	30,000.00		30,000.00	30,000.00
Auditing Services	30,000.00			30,000.00
Security Services	216,000.00		216,000.00	216,000.00
Other General Services	92,400.00		92,400.00	92,400.00
Repairs and Maintenance - Bldgs. & Other Structures	27,000.00			27,000.00
Repairs and Maintenance - Office Equipment	20,000.00			20,000.00
Repairs and Maintenance - ICT Equipment	60,000.00			60,000.00
Repairs and Maintenance - Motor Vehicles	120,000.00			120,000.00
Financial Assistance to RO (Payroll Supplies)	50,000.00			50,000.00
Taxes, Duties and Licenses	10,000.00			10,000.00
Fidelity Bond Premiums	43,800.00			43,800.00
Insurance Expenses	140,000.00			140,000.00
Printing and Publication Expenses	20,000.00	10,000.00		20,000.00
Representation Expenses	10,000.00			10,000.00
Transportation and Delivery Expenses	5,000.00			5,000.00
Subscription Expenses	25,000.00			25,000.00
COVID-19 Initiatives	20,000.00			20,000.00
TOTAL	3,326,000.00	10,000.00	338,400.00	3,326,000.00

**CONSOLIDATED BUDGET ALLOCATION PER PROGRAM OWNER
FY 2021 DIVISION OFFICE MOOE**

FUND SOURCE	OPERATING UNIT	AMOUNT PER WFP	SECTION	PROGRAM OWNER
GASS	OSDS	60,000.00		S. DUNGOG
GASS	OSDS	22,500.00	OSDS	D. CARANGCARANG
GASS	OSDS	339,600.00		J. SILLABE
GASS	OSDS	103,800.00		R. SARDANE
GASS	OSDS	22,500.00	ASDS	D. CARANGCARANG
GASS	OSDS	1,817,200.00		E. REMONSADA
GASS	OSDS	45,000.00	FINANCE	D. CARANGCARANG
GASS	OSDS	117,500.00	ADMIN & PERSONNEL	D. CARANGCARANG
GASS	OSDS	338,400.00		A. ATILLO
GASS	OSDS	22,500.00	BAC	D. CARANGCARANG
GASS	OSDS	22,500.00	COA	D. CARANGCARANG
GASS	CID	112,500.00	CID	D. CARANGCARANG
GASS	CID	22,500.00	LRMDS	D. CARANGCARANG
GASS	SGOD	67,500.00		D. CARANGCARANG
GASS	SGOD	35,000.00		F. GAID
GASS	SGOD	167,000.00		N. LOMONGO
GASS	SGOD	10,000.00		M. QUISMUNDO
TOTAL MOOE		3,326,000.00		

FY 2021 OFFICE SUPPLIES ALLOCATION PER SECTION/DIVISION

SECTION / DIVISION	PERCENTAGE	AMOUNT ALLOCATED	REMARKS
OSDS	5%	22,500.00	
ASDS	5%	22,500.00	
CID	25%	112,500.00	Includes Sir Johnell
SGOD	15%	67,500.00	Includes Medical Team
FINANCE	10%	45,000.00	
ADMIN/PERSONNEL/JO	25%	117,500.00	Includes Cashier and additional Php 5,000.00 for the Lawn Mower
BAC	5%	22,500.00	
LRMDS	5%	22,500.00	
COA	5%	22,500.00	

FY 2021 OFFICE SUPPLIES BUDGET **455,000.00**