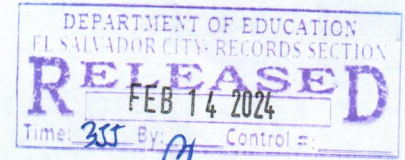




Republic of the Philippines  
Department of Education  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY



Office of the Schools Division Superintendent

February 14, 2024

DIVISION MEMORANDUM  
No. 072, s. 2024

**BUDGET FORUM FOR THE GUIDELINES ON THE RELEASE OF FUNDS  
FOR FY 2024**

To: **MARICEL B. JANGAO, CPA**, Accountant III  
**LEAH MAE C. AKUT**, OIC-Budget Officer III  
**FELANIE MARIE A. LIM**, HRMO II

1. You are directed to attend the **Budget Forum for the Guidelines on the Release of Funds for FY 2024** on February 16, 2024, at 1:00 PM at the Department and Budget Management Regional Office X- 3<sup>rd</sup> Floor, Bulua, Cagayan de Oro City.
2. Enclosed is the letter of invitation from the Department of Budget and Management for reference.
3. Further, the participants are requested to register including their contact details not later than February 14, 2024, through this link below:  
  
<https://docs.google.com/spreadsheets/d/1Vqc4EOOqHZ1OgqRlfPgXkUb94Eik5Mmgi2H7VnvHx28/edit#gid=0>
4. This memorandum shall also serve as the **Authority to Travel** of the identified participants.
5. This activity shall adhere to the Equal Opportunity Principle wherein there is no discrimination on account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
6. For information and guidance.

  
**RANDOLPH B. TORTOLA**  
Schools Division Superintendent 

To be indicated in the Perpetual Index

Budget Forum/DBM

Acctg/cda



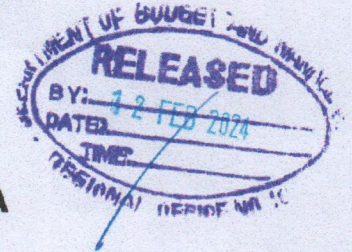
Address: Zone 3, Poblacion, El Salvador City  
Telephone No: (088) 855-0113  
Website: [www.depedelsalvadorcity.net](http://www.depedelsalvadorcity.net)  
Email Address: [elsalvador.city@deped.gov.ph](mailto:elsalvador.city@deped.gov.ph)

Transforming Schools,  
Forging Partners





REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
REGION X



February 7, 2024

**SCHOOLS DIVISION SUPERINTENDENT RANDOLPH B. TORTOLA**  
Division of El Salvador City  
Department of Education, Region X  
El Salvador City

Dear **Superintendent Tortola**:

We would like to invite you and your concerned staff to the Budget Forum for the Guidelines on the Release of Funds for FY 2024 on **February 16, 2024 (Friday), 1:00 PM at the Department and Budget Management Regional Office X – 3<sup>rd</sup> Floor, Bulua, Cagayan de Oro City**. We have reserved four (4) slots for you and your staff as follows:

- a. Budget Officer;
- b. Accountant; and
- c. Human Resource Management Officer

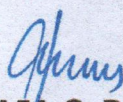
A copy of National Budget Circular No. 592<sup>1</sup> dated January 2, 2024 may be downloaded from our website (<http://www.dbm.gov.ph>) for your advance reference/information.

Further, please register the names of the attendees and their contact details not later than February 14, 2024 thru this link below:

<https://docs.google.com/spreadsheets/d/1Vqc4EOQqHZ1OggRlfPgXkUb94Eik5Mmgi2H7Vn vHx28/edit#gid=0>

We look forward to your participation to this activity.

Very truly yours,

  
**RUDYLIA C. PARREL, CESO IV**  
Regional Director

*R* *MP*