



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

APR 26 2022

DIVISION MEMORANDUM

No. 149 s. 2022

CHANGES IN DIVISION MEMORANDUM No. 133, s. 2022
RE: CAPACITY BUILDING OF SCHOOL HEADS ON FISCAL MANAGEMENT

To: Assistant Schools Division Superintendent
Division Chiefs and Unit Heads
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. This Office informs all concerned that the schedule of the conduct of Capacity Building of School Heads on Fiscal Management is moved from April 19-20, 2022 to May 26-27, 2022, at Villa Amanda Resort, Capitangan, Abucay, Bataan.
2. All other provisions stated in the said Memorandum remain in effect.
3. Immediate and wide dissemination of this Memorandum is desired.


ROLAND M. FRONDA, EdD, CESO VI

Assistant Schools Division Superintendent,
Officer-In-Charge

Office of the Schools Division Superintendent

SOP
April 2022



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Republic of the Philippines
Department of Education
 REGION III
 SCHOOLS DIVISION OFFICE OF BATAAN

April 1, 2022

DIVISION MEMORANDUM

No. 133 s. 2022

CAPACITY BUILDING OF SCHOOL HEADS ON FISCAL MANAGEMENT

To: Assistant Schools Division Superintendent
 Division Chiefs and Unit Heads
 Education Program Supervisors
 Public Schools District Supervisors
 Public Elementary and Secondary School Heads
 All Others Concerned

1. This Office announces the conduct of the Capacity Building of School Heads on Fiscal Management on April 19-20, 2022, 8:30 AM to 5:00 PM, at a venue to be announced later.
2. This activity aims to:
 - 2.1 provide various methods and techniques for managing a budget; and
 - 2.2 equip the participants with the knowledge of the common Rules of Government Expenditures.
3. Participants in this activity are the following:

SDS	1	Cashier	1
ASDS	1	SH&N	2
SGOD/CID Chiefs	2	SEPS/EPS II-HRD & SMME	4
EPS/PSDS	22	Speakers	12
Engineer	1	Staff	8
			54
First Batch (April 19)	Elementary School Heads		168
	Assistant Principal		4
			172
Second Batch (April 20)	Junior High School Principals		41
	Senior High School Assistant Principals		23
	Senior High School Principals (Stand Alone)		4
			68
	Total		294

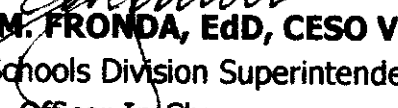


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4. No proxy is allowed. Fully vaccinated individuals against COVID-19 are expected to bring their vaccination cards for verification. Unvaccinated participants shall present a negative antigen/RT PCR test as may be required by the venue.
5. A registration fee of EIGHT HUNDRED PESOS (Php 800.00) shall be collected from each participant to defray expenses for food, venue, and other incidental expenses relative to the conduct of the activity chargeable against school MOOE/local funds subject to the usual accounting and auditing rules and regulations.
6. This Memorandum serves as the travel authority of the participants.
7. Immediate dissemination and strict compliance of this Memorandum is desired.


ROLAND M. FRONZA, EdD, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



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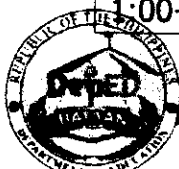


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TRAINING MATRIX
April 19-20, 2022

TIME		SPEAKER
8:30-9:00 AM	Opening Program	
	➤ National Anthem	AVP
	➤ Prayer	AVP
	➤ Opening Remarks	RAMON C. PEREZ SGOD Chief
	➤ Message	WILLIAM RODERICK R. FALLORIN OIC-ASDS ROLAND M. FRONDA, EdD, CESO VI OIC-SDS
	➤ Orientation/House Rules	ROBERTO R. PANTIG, PhD SEPS-HRD
	CHRISTIAN D. CARIZAL, EdD Master of Ceremonies	
9:00-9:30 AM	Common Rules on Government Expenditures	MYRA V. DILIG Accountant III
9:30-9:40 AM	Coffee Break	
9:40-10:10 AM	Updated Guidelines for the Prevention and Disallowances of Irregular, Unnecessary, Excessive, Extravagant & Unconscionable Expenditures	JOANNE F. JAVIER Auditor IV
10:30-11:00	Work and Financial Plan Physical Financial Monthly Operating Budget	PERLIE ANN R. TORRES Planning Officer MYLENE G. SANTOS Budget Officer III
11:00-12:00	Workshop	Moderator
12:00-1:00 pm	Lunch Break	
1:00-1:45 pm	Cost Analysis	LAARNI S. BAUTISTA

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	Government Procurement (BAC)	Supply Officer
1:45-2:30 pm	RA 6713 "Conflict of Interest"	ATTY. HELENE ROSE C. CAMACHO Legal Unit-Attorney III
2:30-2:40 pm	Coffee Break	
2:40-3:25 pm	PERSONNEL BENEFITS	PILAR C. IGNACIO Administrative Officer V
3:25-4:30 pm	Workshop	Moderator
4:30-5:00	Closing Program	Moderator



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CSC PRIME HRM BRONZE AWA