



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

AUG 16 2024

DIVISION MEMORANDUM

No. 328 s. 2024

**SUBMISSION OF FY 2025 PROPOSAL FOR ACTIVITY/ PROGRAM, PROJECTS,
REPAIR AND NEEDS OF THE SCHOOL UNDER
SPECIAL EDUCATION FUND (SEF)**

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

1. In preparation for the incoming academic year, SDO Bataan prioritizes the essence of the further enriching of the learning experience of students in Bataan through innovative activities and programs. In line with this vision, this Office announces the **Submission of FY 2025 Proposal for Activity/Program, Projects, Repair and Needs of the School under Special Education Fund**.
2. All schools are encouraged to encode the quantity and proposed repair and construction that align with the school's mission and goals, and contribute to the holistic development of students.
3. It is requested that the said requests must be placed in the given template, via this link or before **August 30, 2024**:

<https://tinyurl.com/RequestSEFPPMP2025>

4. The proposals will be reviewed by the Schools Division Superintendent, and the selected activities and programs will be included in the preparation of the Project Procurement Management Plan (PPMP) 2025 under Special Education Fund.
5. Schools who will fail to submit a proposal will not be prioritized in the allocation of the aforementioned funds.
6. Immediate and wide dissemination of and strict compliance with this Memorandum is enjoined.


CAROLINA S. VIOLETA, EdD, CESO V
Schools Division Superintendent 

References:

DepEd Order No. 10, s. 2017
Joint Circular No. 1, s. 2017
Joint Circular No. 1, s. 2020
Joint Circular No. 2, s. 2020

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

BUDGET
LEARNERS
SCHOOL
SPECIAL EDUCATION FUND
TEACHERS



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