



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

DIVISION MEMORANDUM
No. 422, s. 2025

SEP 29 2025

**ADDENDUM TO DIVISION MEMORANDUM NO. 375, S.2025, TITLED
"SEMINAR- WORKSHOP ON THE PREPARATION OF WORK AND
FINANCIAL PLAN FY 2026"**

To: Assistant Schools Division Superintendent
School Heads
Assistant School Heads
Accountant III
Budget Officer
Accountant I
Administrative Officers II
Senior Bookkeepers (Autonomous and Non- Autonomous)
Disbursing Officers (Autonomous and Non- Autonomous)
Administrative Assistant II
Accounting Personnel
Budget Personnel
And All Others Concerned

1. In line with the conduct of the Seminar- Workshop on the Preparation of the Work and Financial Plan FY 2026, originally scheduled on September 22 and 23, 2025, this Office informs that the said activity has been rescheduled to October 27 and 28, 2025, at the same venue.
2. Furthermore, the scheduled activity for the Dinalupihan West District originally set for October 3, 2025, has been rescheduled to October 24, 2025, at the same venue.
3. Immediate dissemination of this Memorandum is desired.


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

Encl.: As stated
References: As stated
To be included in the Perpetual Index
under the following subjects:
WORK AND FINANCIAL PLAN FY 2026
BS1
September 26, 2025