



Republika ng Pilipinas
Kagawaran ng Edukasyon

REHIYON V

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

January 21, 2024

MEMORANDUM

TO : Assistant Schools Division Superintendent
Chief/OIC-Education Supervisors
Section and Unit Heads
Others Concerned

FROM: **SUSAN S. COLLANO CESO V**
Schools Division Superintendent

SUBJECT: **FINALIZATION WORKSHOP ON PPAs 2024**

DATE : January 21, 2024

1. This office will hold a one-day finalization workshop on the programs, projects, and activities based on the approved funds authorized under the General Appropriations Act (GAA) 2024 on January 22, 2024 at the Division Office conference hall.
2. The participants in this workshop are the following:
 - 1- Schools Division Superintendent
 - 2- Assistant Schools Division Superintendent
 - 3- Chief/OIC Education Supervisors
 - 4- AO V (Admin)
 - 5- SEPS (SGOD)
 - 6- Planning Officer
 - 7- 1 PSDS representative
 - 8- 1 Education Program Supervisor
 - 9- GAD Focal Person
 - 10- Accountant
 - 11- Division Engineer
 - 12- Division Sports Coordinator
 - 13- Melanie Meliton
 - 14- NEU representative
3. The participants should bring laptop for the final output to be uploaded to the PMIS.
4. Snacks shall be charged to petty cash fund while lunch shall be borne by the participants.
5. Compliance to this Memorandum is desired.