



Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION IV-A CALABARZON
Gate 2, Karangalan Village, Cainta Rizal
Email: deped_ro4a@yahoo.com Fax: (02)682-2114



URGENT MEMORANDUM

TO: REGIONAL OFFICE CHIEFS OF CLMD, ESSD, PPRD, QAD AND FINANCE DIVISION
SCHOOLS DIVISION SUPERINTENDENTS (Antipolo City, Bacoor City, Batangas,
Batangas City, Cavite, Cavite City, Dasmariñas City, Laguna, Quezon, Rizal and San
Pablo City)

Attention: Designated SDO BUB Focal Person
SDO Engineers

FROM: DIOSDADO M. SAN ANTONIO
Director IV 

SUBJECT: ONE-DAY MEETING ON FYs 2014 AND 2015 BOTTOM-UP BUDGETING (BUB)

DATE: July 9, 2015

In compliance with DepEd order No. 24, s. 2015 dated June 22, 2015, you are requested to designate your BUB School Division Focal Person/Over-all Coordinator which will be tasked to perform duties and functions per guidelines to be set by the DepEd Central Office, Office of the Planning Service-Program and Planning Division (OPS-PPD).

In this connection, please advise your Designated **SDO BUB Focal Person** and **School Division Engineer** to attend an **Urgent Meeting** on **Monday July 13, 2015; 8:30 AM** at the Regional Office Conference Room, Cainta, Rizal. Please be informed that your designated SDO-BUB Focal Person/Coordinator and Division Engineer will be doing a crucial job in the implementation of BUB projects.

All School Division Offices who were able to validate the list of recipient schools in the Repair /Rehabilitation of School Building are requested to bring documents together with the Hard and Soft Copy of the National School Building Inventory List as basis for validation.

Expenses incident to this activity are chargeable against BUB Program Support Fund for each School Division Offices subject to the usual accounting and auditing rules and regulations.

Please be guided accordingly.

