



Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION IV-A CALABARZON



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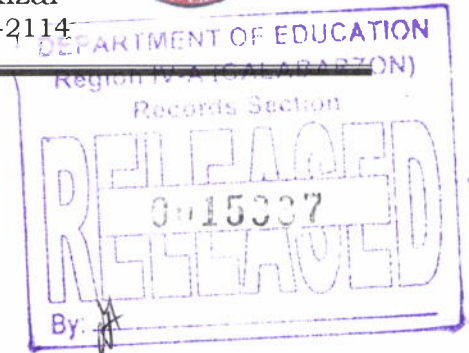
MEMORANDUM

TO : SCHOOLS DIVISION SUPERINTENDENTS

FROM : DIOSDADO M. SAN ANTONIO
Director IV

SUBJECT : WORKSHOP ON THE CONDUCT OF FY 2016 BUDGET EXECUTION DOCUMENTS (BEDs)

DATE : October 30, 2015



In compliance with the guidelines stated in National Budget Circular No. 556, dated January 5, 2015, the Finance Division will conduct a two-day activity on the Conduct of FY 2016 Budget Execution Documents (BEDs) in all the Schools Division Offices and Operating Units which will be held on **November 10-13, 2015** at Batis Aramin Resort and Hotel, Bo. Malupak, Lucban, Quezon (**HOST: DIVISION OF QUEZON**).

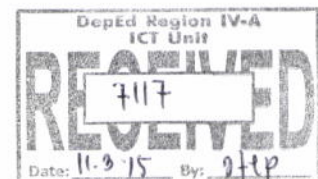
The objective of the activity is to validate the agency and operating units respective MDPs before FINAL submission to the Central Office and DBM. This covers all current Implementing Units and the New Implementing Units (IUs) for FY 2015. We also include those Non-Implementing Units which applications for Agency Codes are still 'On Process.' Please be reminded that all financial staff who will be involved in this crucial activity shall be responsible in the validation of the reports before final submission to the Regional Office. It is understood that each participant will bring the needed documents during the conduct of the activity, please refer to the following enclosures for your information:

- A) Schedule and Breakdown on the Number of Participants Per SDO (By Cluster);
- B) List of FY 2015 New Implementing Units; and
- C) List of FY 2015 Non-Implementing Units (With pending Application of Agency Code and/or Deficiencies)

Participants to this activity are the **School Division Office Accountants & SDO Budget Officers and Accountants/Senior Bookkeepers** of implementing units, new IUs and those Non-IUs which applications for Agency Codes are still in process. A registration fee of **Two Thousand Four Hundred Pesos (P2,400.00)** shall be charged for each participant chargeable against Local Funds subject to the usual accounting and auditing rules and regulations. Strict compliance on the number of participants shall be observed and each division is required to submit through fax the confirmation of participants to the Finance Division (c/o Ms. Analyn Simbul) or email to bms_bfd@yahoo.com.

Please be guided accordingly.

Incl.: As stated



***SCHEDULE AND BREAKDOWN OF PARTICIPANTS
(By Cluster per School Division Office)**

No.	1 st Cluster (Nov. 10-11, 2015)	# of Ps	No.	2 nd Cluster (Nov. 12-13, 2015)	# of Ps
1	Laguna	46	1	Batangas	55
2	Cavite	43	2	Rizal	47
3	Quezon	58	3	Antipolo City	12
4	Dasmariñas City	10	4	Lipa City	14
5	Bacoor City	4	5	Tanauan City	10
6	Imus City	4	6	Lucena City	6
7	Calamba City	13	7	Tayabas City	3
			8	Batangas City	9
			9	San Pablo City	9
			10	Santa Rosa City	8
			11	Cavite City	4
TOTAL, 1ST CLUSTER (SDOs)		178	TOTAL, 2ND CLUSTER (SDOs)		177
	ROP (Finance Division)	6		ROP (Finance Division)	6
	DBM (Resource Persons)	3		DBM (Resource Persons)	3
		9			9
TOTAL, 1ST CLUSTER		187	TOTAL, 2ND CLUSTER		186

**Includes all Implementing Units and FY 2015 New IU's and Non-IU's with pending Agency Codes*

**LIST OF FY 2015 NEW IMPLEMENTING UNITS WITH APPROVED AGENCY
CODES**

<u>School Division</u>	<u>NEW IUs 2015</u>	<u>UACS Codes Organization Code</u>	<u>Basis per DBM Letter Sgd. By Usec Luz M. Cantor</u>
1	Division of Batangas		
	1 Balas-Buko NHS	070010904006	3/19/2015
	2 Calatagan NHS	070010904029	5/18/2015
	3 Jose Lopez Manzano Tuy NHS	070010904047	12/29/2014
	4 Lian NHS	070010904050	5/18/2015
	5 Tala NHS	070010904098	5/18/2015
	6 Looc NHS	070010904051	12/29/2014
	7 Coral na Munti NHS	070010904031	5/18/2015
	8 Bayorbor NHS	070010904019	12/29/2014
	9 Mataas na Kahoy NHS	070010904065	12/29/2014
	10 Don Leon Mercado Sr., NHS	070010904036	5/18/2015
	11 Sico 1.0 NHS	070010904091	12/29/2014
	12 Banilad NHS	070010904010	5/18/2015
	13 Sta. Monica NHS	070010904094	12/29/2014
2	Division Office of Cavite		
	1 Ternate West NHS	070010904175	2/2/2015
	2 Munting-Ilog NHS	070010904154	2/2/2015
	3 Kaong NHS	070010904144	2/2/2015
3	Division Office Of Quezon		
	1 Amontay NHS	070010904271	1/20/2015
	2 Dr. Panfilo Castro NHS	070010904321	2/11/2015
	3 Elias A. Salvador NHS	070010904324	2/11/2015
	4 Hondagua NHS	070010904335	2/2/2015
	5 Malinao Ilaya NHS	070010904362	2/11/2015
	6 Paiisa NHS	070010904381	2/11/2015
	7 Perez NHS	070010904387	2/11/2015
	8 Unisan NHS	070010904437	1/20/2015
	9 Concepcion NHS	070010904313	1/20/2015
	10 Marcial B. Villanueva NHS	070010904367	1/20/2015
	11 Pagbilao Grande NHS	070010904378	1/20/2015
	12 Polillo NHS	070010904391	Already an IU as reflected in www.uacs.gov.ph (Status - ACTIVE - Tag as IU)
	13 Libo NHS	070010904347	2/2/2015

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<u>School Division</u>		<u>NEW IUs 2015</u>	<u>UACS Codes Organization Code</u>	<u>Basis per DBM Letter Sgd. By Usec Luz M. Cantor</u>
		14 Silangang Malicboy NHS	070010904415	Already an IU as reflected in www.uacs.gov.ph (Status - ACTIVE - Tag as IU)
		15 Godofredo M. Tan Memorial SATs (Former San Narciso VHS)	070010904327	Already an IU as reflected in www.uacs.gov.ph (Status - ACTIVE - Tag as IU)
		16 Olangtao NHS	070010904371	Already an IU as reflected in www.uacs.gov.ph (Status - ACTIVE - Tag as IU)
4 Division Office of Rizal				
		1 Antonio C. Esguerra MNHS	070010904445	1/30/2015
		2 Baras NHS	070010904448	1/30/2015
		3 Bayugo NHS	070010904449	1/30/2015
		4 Casimiro A. Ynares, Sr., MNHS	070010904455	1/30/2015
		5 Catalino D. Salazar NHS	070010904456	2/2/2015
		6 Guronasyon Foundation Incorporated NHS	070010904466	2/2/2015
		7 Jose F. Diaz MNHS	070010904471	1/30/2015
		8 Manggahan NHS	070010904479	1/30/2015
		9 Marciana P. Catolos NHS	070010904481	8/17/2015
		10 Muzon NHS	070010904488	2/11/2015
		11 Pantay NHS (Teresa NHS-Pantay Annex)	070010904490	1/30/2015
		12 San Guillermo NHS	070010904498	1/30/2015
		13 San Isidro NHS	070010904499	1/30/2015
		14 Wawa NHS	070010904519	1/30/2015
5 Division Office of Antipolo City				
		1 Marcelino M. Santos NHS	070010904530	1/20/2015
6 Division Office Of Batangas City				
		1 Banaba West NHS (formerly Banaba NHS)	070010904542	12/29/2014
		2 Paharang NHS	070010904546	12/29/2014
		3 Tabangao NHS	070010904553	12/29/2014
		4 Balete NHS	070010904541	12/29/2014
7 Division Office Of Calamba City				
		1 Lecheria NHS	070010904569	12/29/2014

LIST OF FY 2015 NEW IMPLEMENTING UNITS WITH APPROVED AGENCY CODES

<u>School Division</u>	<u>NEW IUs 2015</u>	<u>UACS Codes Organization Code</u>	<u>Basis per DBM Letter Sgd. By Usec Luz M. Cantor</u>
	2 Looc NHS	070010904570	12/29/2014
	3 Punta NHS	070010904575	12/29/2014
	4 Palo Alto NHS	070010904574	12/29/2014
8 Division Office of Cavite City			
	1 Sangley Point NHS	070010904577	12/29/2014
9 Division Office of Lipa City			
	1 Bugtong na Pulo NHS	070010904588	1/30/2015
	2 Lumbang NHS	070010904595	1/30/2015
	3 Pinagtongulan NHS (formerly Pinagtongalan)	070010904597	1/30/2015
	4 San Celestino NHS	070010904599	1/30/2015
	5 San isidro NHS	070010904600	1/30/2015
10 Division Office Of Lucena City			
	1 Gulang-Gulang NHS	070010904602	12/29/2014
	2 Cotta NHS	070010904601	12/29/2014
	3 Lucena Dalahican NHS	070010904605	Already an IU as reflected in www.uacs.gov.ph (Status - ACTIVE - Tag as IU)
11 Division Office Of San Pablo City			
	1 Del Remedio NHS	070010904608	2/11/2015
	2 San Jose NHS (San Pablo City NHS-San Jose Extension)	070010904615	2/2/2015
12 Division Office Of Tanauan City			
	1 Luyos NHS	070010904632	12/29/2014
	2 Natatas NHS	070010904634	12/29/2014
	3 Pantay	070010904635	12/29/2014
	4 Tanauan City NHS	070010904637	2/11/2015
13 Division of Sta.Rosa City			
	1 Southville IV NHS (formerly Southville (Caingin) NHS)	070010904626	12/22/2014
14 Division of Dasmariñas			
	1 Pag-asa NHS	070010904584	12/22/2014
15 Division of Imus City			
		070010804018	9/4/2015
16 Division of Bacoor City			
		070010804017	9/8/2015

Note: Other application of agency code on process upon submission of required documents.

**LIST OF NON-IMPLEMENTING UNITS WITH PENDING
AGENCY CODES AND/OR DEFICIENCIES**

School Division		Non-IUs
1	Division of Batangas	
		1 Calubcob NHS
		2 Kaylaway NHS
		3 San Jose NHS
2	Division of Laguna	
		1 Buenavista National High School
		2 Cavinti National High School
		3 Mabitac National High School
		4 San Pedro Relocation Center HS - Langgam Annex
		5 St. Francis National High School -
3	Division of Quezon	
		1 Burdeos National NHS
		2 Evaristo R. Macalintal Memorial NHS (Cometa NHS)
		3 Patnanungan NHS
4	Division of San Pablo City	
		1 San Vicente NHS (San Pablo City NHS -San Vicente Ext.)
		2 San Bartolome National High School
		3 Santisimo Rosario National High School
5	Division of Tanauan City	
		1 Boot National High School