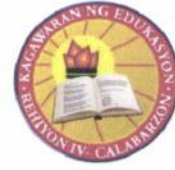




Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION IV-A CALABARZON
 Gate 2, Karangalan Village, Cainta Rizal



REGIONAL MEMORANDUM

No. 127 s, 2016

0006161

TO : SCHOOLS DIVISION SUPERINTENDENTS
 (Attention: ALL SCHOOL DIVISION ACCOUNTANTS AND BUDGET OFFICERS)

FROM : DIOSDADO M. SAN ANTONIO
 Director IV

SUBJECT : CONDUCT OF FY 2016 REVISED MONTHLY DISBURSEMENT PROGRAM (MDP)
 FOR SECOND SEMESTER (JULY TO DECEMBER, 2016)

DATE : April 29, 2016

In compliance with the guidelines stated in National Budget Circular No. 561 dated January 4, 2016 entitled "Guidelines on the Release of Funds for FY 2016," the Finance Division will conduct the FY 2016 Revised Monthly Disbursement Program (MDP) for Second Semester (July to December, 2016) with all the Schools Division Offices and Operating Units to be held on **May 16-20, 2016** at Queen Margarett Hotel, Domoit, Diversion Road, Lucena City (**HOST: DIVISION OF LAGUNA**).

The objective of this activity is to validate our agency reports to ensure our timely, relevance and accurate reports before our FINAL submission to Central Office, DBM and other oversight agencies. School Division Accountants and Budget Officers will take charge of deciding the participant/encoder for each IUs for each division. It is understood that each encoder/participant will bring the necessary documents with Laptop, Pocket Wi-Fi and Extension Cords. Attached is the 'Matrix' on the necessary information in the conduct of the online activity.

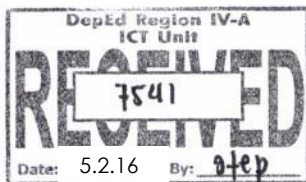
Identified Participant	Inclusive Date	Activity
SDO Accountants; Budget Officers and Senior Bookkeepers/School Accountants of Implementing Units	May 16 -17, 2016 (2 Days)	Revision and Consolidation
SDO Accountants; Budget Officers and Additional Encoders	May 18 - 20, 2016 (3 Days)	Online MDP

A registration fee of One Thousand Two Hundred Pesos (**P1,200.00**) per day shall be charge 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 Host Division not later than May 11, 2016.

Please be guided accordingly.



Email: region4a@deped.gov.ph Tel.: (02) 682-1169 Website: depedcalabarzon.ph
 Fax: (02) 682-2114 Facebook: DepEdCalabarzon





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INDICATIVE NUMBER OF PARTICIPANTS PER DIVISION

No.	SDO	**Participants (Including SDO Accountants; Budget Officers and Additional Encoder/s)
1	Antipolo City	3
2	Bacoor City	2
3	Batangas	6
4	Batangas City	3
5	Calamba City	3
6	Cavite	5
7	Cavite City	2
8	Dasmariñas City	3
9	Imus City	2
10	Laguna (With Biñan City)	5
11	Lipa City	3
12	Lucena City	2
13	Quezon	7
14	Rizal	5
15	San Pablo City	3
16	Sta. Rosa City	3
17	Tanauan City	3
18	Tayabas City	2
	ROP and DBM	9
	*Implementing Units	286
	Total, 4A	357

**Schedule is on May 16-17, 2016*

***Schedule is on May 16-20, 2016*



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