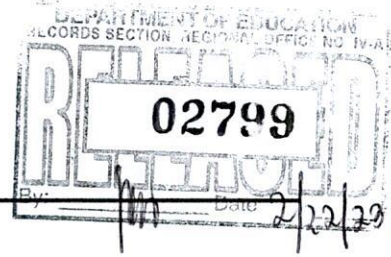




Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON



21 February 2023

**Regional Memorandum**  
No. 102 s. 2023

**VIRTUAL INTERFACE WITH SCHOOLS DIVISION OFFICE  
(SDO) PLANNING TEAMS RELATIVE TO THE PREPARATION  
OF FY 2024 OPERATIONAL PLANS**

To **Schools Division Superintendents**  
**Assistant Schools Division Superintendents**  
**Division Planning Teams**



1. In response to the NBM No. 145, s. 2023 on the National Budget Call through the Department of Budget and Management (DBM), the department through OUA-OUT-012323-014 issued the General Guidelines and Timelines on the Plans and Budget Proposal Preparation for Fiscal Year 2024. The issuance instructs all offices to align, *with utmost diligence* their plans and budget to the national government priorities through the Basic Education Development Plan (BEDP) 2030. In addition to this, the department through the DepEd Order No. 011, s. 2021 issued the Guidelines on the Operationalization of the Program Management Information System (PMIS) which provides the implementation arrangement and critical timelines on the preparation and submission of operational plans through the system.
2. In view of this, the regional office through the Policy, Planning and Research Division will hold a Virtual Interface with SDO Planning Teams relative to the Preparation of FY 2024 Operational Plans on February 22, 2023, at 8:30 am. The meeting link will be disseminated through email and official group chats.
3. The objectives of the activity are to:
  - a. provide inputs on the plans and priorities for FY 2024 Operational Plans in alignment with the REDP, LRP and MATATAG;
  - b. reiterate the implementation arrangement on the preparation and submission of operational plans through the PMIS; and
  - c. address emerging related issues and concerns.
4. Participants in this activity are the members of the Division Planning Team headed by the Assistant Schools Division Superintendents of each SDO.



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5. For smooth conduct of this activity, participants are expected to join the virtual conferencing on time at a location with stable internet connection.
6. For clarifications and other concerns, kindly coordinate with Mr. Elin S. Garcia, OIC-Chief of PPRD Adrian A. Bullo, PO-III of PPRD through email at [pprd.calabarzon@deped.gov.ph](mailto:pprd.calabarzon@deped.gov.ph).
7. Immediate dissemination of this memorandum is earnestly desired.

  
**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
Regional Director 

PPRD/ROP1/ROP4