



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

7 October 2026

SCHOOLS DIVISION MEMORANDUM

No. 337, s. 2026

PLANNING MEETING ON BUDGET DELIBERATION AND PROJECT PROPOSAL PREPARATION

To: Schools Division Superintendent
Office of the Schools Division Superintendent (OSDS)
School Governance and Operations Division (SGOD)
Curriculum Implementation Division (CID)

1. In line with the conduct of **PLANNING MEETING ON BUDGET DELIBERATION AND PROJECT PROPOSAL PREPARATION** all concerned personnel are hereby informed of the scheduled Planning Meeting on October 12, 2026. at 9:00 am.
2. The estimated total count of individuals anticipated to attend the meeting are as follows:
 - Schools Division Superintendent (3)
 - Budget Unit (3)
 - Dr. Larry B. Espiritu – CID Chief
 - Bernardo A. Gargabite - SGOD Chief
 - Winnie W. Poli
 - Atty. Rommel L. Corpuz
 - Engr. Marlon V. Siminig
 - Lamberto P. Corpuz
 - Jomel V. Mangawang
 - Fhriessy Cruz S. Bermuda II
 - Shirley A. Pascual
3. The **meeting** shall focus on the identified objectives, activities, expected outputs and agreements relevant to the conduct of the activity.
4. All concerned personnel are enjoined to attend and actively participate in the scheduled activities and to make the necessary arrangements to ensure their attendance throughout the activity.
5. Expenses relative to the conduct of this activity shall be charged to usual government accounting and auditing rules and regulations.
6. Immediate and wide dissemination of this Memorandum is desired.

JOHANNA N. GERVACIO, PhD., CESO V
Schools Division Superintendent



Address: Brgy. Rizal, Science City of Muñoz, 3119
Telephone No.: (044) 806 -2192;
Email Address: munozone.science.city@deped.gov.ph

