




Republic of the Philippines  
**Department of Education**  
 REGION II – CAGAYAN VALLEY

**OFFICE MEMORANDUM**

No. 100, s. 2021

To : Assistant Regional Director  
 Chiefs of Functional Divisions  
 Heads of Units/Sections  
 All Others Concerned  
 This Office

From :  **BENJAMIN D. PARAGAS, Ph.D., CESO V**  
 Director IV/Regional Director

Date : April 28, 2021 

Subject : **BUDGET AND TREASURY MANAGEMENT SYSTEM (BTMS)  
 ORIENTATION FOR DEPED REGION II**

1. The DepED Central Office Budget and Treasury Management System (BTMS) team will conduct BTMS Orientation and Initial Training for DepEd Region II on May 5, 2021 (Wednesday), 9:00 am – 3:00 pm, via Google Meet (<https://meet.google.com/jfemwoy-rba?hs=122&authuser=0>) per memorandum which is herein attached.
2. The objectives of the orientation are the following:
  - Provide knowledge and essential details about the basics of the BTMS: Gains, Legal Basis, Preparations, and Data Migration.
  - Demonstrate and allow the participants to observe and experience processing different financial transactions through the use of the BTMS; and
  - Motivate all participants to continue learning the BTMS through the BTMS Training Environment even after the training
3. Participants are:
  - The Regional Director
  - Assistant Regional Director
  - Functional Division Chiefs
  - Section and Unit Heads
  - Program Owners,
  - Those involved in the preparation of financial transactions in all divisions and units.

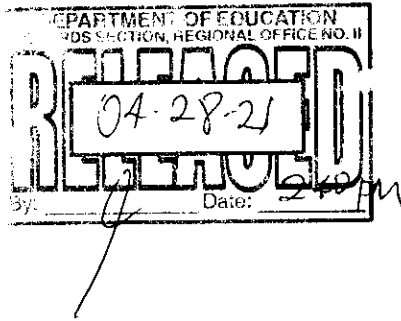


**Address:** Regional Government Center, Carig Sur, Tuguegarao City, 3500  
**Telephone Nos.:** (078) 304-3855; (078) 396-9728  
**Email Address:** [region2@deped.gov.ph](mailto:region2@deped.gov.ph)  
**Website:** [region2.deped.gov.ph](http://region2.deped.gov.ph)

Doc Code:	<b>FM-ORD-013</b>	Rev:	<b>01</b>
As of:	<b>Dec.16, 2019</b>	Page:	<b>1</b>



4. Participants should confirm their attendance through <https://forms.gle/RaY3CD4exNjMyKuj9>.
5. For Information, guidance, and strict compliance.



**Address:** Regional Government Center, Carig Sur, Tuguegarao City, 3500  
**Telephone Nos.:** (078) 304-3855; (078) 396-9728  
**Email Address:** [region2@deped.gov.ph](mailto:region2@deped.gov.ph)  
**Website:** [region2.deped.gov.ph](http://region2.deped.gov.ph)



Doc Code:	<b>FM-ORD-013</b>	Rev:	<b>01</b>
As of:	<b>Dec.16, 2019</b>	Page:	<b>2</b>

