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

January 25, 2022

**REGIONAL MEMORANDUM**

No. 018, s. 2022

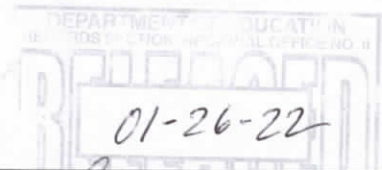
**WORKSHOP ON THE FINALIZATION OF THE FY 2023 BUDGET PROPOSAL**

To: Schools Division Superintendents  
Assistant Schools Division Superintendents  
Chiefs of the RO Functional Divisions  
All others concerned

1. The Department of Education Regional Office No. 2, through the Policy, Planning and Research Division in partnership with the Finance Division shall conduct a Workshop on the Finalization of the FY 2023 Budget Proposal on February 2, 2022 via google meet link <https://meet.google.com/ons-qmqx-pes>.
2. Expected participants are the following:
  - a. Schools Division Superintendents;
  - b. Assistant Schools Division Superintendents;
  - c. Chiefs of the RO Functional Divisions;
  - d. RO & SDO Budget Officers;
  - e. RO & SDO Planning Officers;
  - f. RO & SDO Engineers;
  - g. RO & SDO Personnel Officers; and
  - h. PPRD staff
3. Relative to this, participants are requested to submit the following in the Regional Data Center on or before February 2, 2022.
  - a. 2021, 2022, and 2023 data on needs and allocations for PS, MOOE and Capital Outlay;
  - b. Situational Analysis; and
  - c. Crucial Resources Inventory
4. Each SDO is required to prepare a 15-Slides PPT showing the needed data for the 2023 Budget Proposal. Template can be accessed through the link: <https://bit.ly/BP2023Presentation>
5. Immediate dissemination of this memorandum to all concerned is earnestly enjoined.

  
**BENJAMIN D. PARAGAS, PhD., CESO V**  
Director IV/Regional Director



  
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