

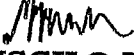


Republic of the Philippines
Department of Education
Region VII – Central Visayas
Schools Division of CEBU PROVINCE

Office the Schools Division Superintendent

MEMORANDUM
MLA-2024-001

To: Selected Division Personnel
(See Annex 1 for the List of Participants)

From: 
SENEN PRISCILO P. PAULIN, CESO V
Schools Division Superintendent

Re: **UPLOADING OF WORK AND FINANCIAL PLANS FOR FY 2024 TO PROGRAM MANAGEMENT INFORMATION SYSTEM (PMIS)**


Date: January 23, 2024


1. This Office disseminates the conduct of a *3-Day Activity on the Uploading of Work and Financial Plans for FY 2024 to Program Management Information System (PMIS) on January 31, 2024 to February 2, 2024* at Hotel Asia, Capitol, Cebu City. See Annex 2 for the program flow/activity design.
2. Participants of the said activity are the following, to wit:
 - a. SDO Planning Team
 - b. Selected PMIS Coordinators per section
 - c. Account Users
3. This Activity aims to:
 - a. Capacitate the PMIS Coordinators per section on PMIS;
 - b. Finalize Division Work and Financial Plan for FY 2024; and
 - c. Upload the approved WFP 2024 to the PMIS;
4. Participants are required to bring the following:
 - a. Laptop
 - b. Extension Wires
 - c. Copy of their respective Work and Financial Plans
5. This Memorandum serves as **Authority to Travel** for the SDO Participants.
6. Board and Lodging, travelling expenses and other incidental expenses incurred thereto shall be charged against **Division MOOE Fund/Local Funds**, subject to the usual accounting and auditing rules and regulations.
7. For guidance and compliance.

SPPP/LMD/SGOD/GSB/ams2024



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Annex 1 – List of Participants

	NAME	OFFICE	POSITION	Assigned WFP
1	SENEN PRISCILO P. PAULIN	OSDS	SDS	PMT
2	VICTOR A. YBAÑEZ	OSDS	ASDS	PMT
3	GLADYS S. BALAGTAS	SGOD	OIC-CES	PMT
4	PAMELA A. RODEMIO	CID	EPSvr – Math/ PMIS Coordinator	CID – GASS Php 7,413,400.00
5	ORLY PERICO	CID	EPSA/ PMIS Coordinator	
6	NIÑALY A. GESIM	SGOD	PDO I/ PMIS Coordinator	SGOD – GASS Php 9,891,200.00
7	ELMER M. OCAROL	SGOD	ASST PL OFFICER/ PMIS Coordinator	
8	MARIO WAHING	OSDS	PMIS Coordinator	OSDS – GASS Php 32,146,400.00
9	FRANCIS JOHN MARI ELNAR	OSDS, ICT	ADMIN AIDE VI/ PMIS Coordinator	
10	LOUIE G. MONTEROSO	SGOD,HRDS	SEPS – HRD/ PMIS Coordinator	HRD – Division Office Php 19,227,000.00
11	ROMEO A. BANAAY	SGOD,HRDS	ADMIN AIDE VI/ PMIS Coordinator	
12	DESIREE A. MAMOGAY	SGOD,HRDS	EPS II – HRD/ PMIS Coordinator	
13	PHINEAS JOSE Y. ZITA	SGOD,DRRM	PDO I	DRRM Php 32,423,100.00
14	ESTER S. ROLDAN	SGOD,DRRM	PDO II	
15	PATRICIO J. GONZAGA	SUPPLY OFFICE	ADMIN OFFICER IV	APP-CSE Masterlist
16	FRANCIS ANDREW RUNEZ	SUPPLY OFFICE		
17	GERARDO S. MANTOS		GAD Coordinator	GAD- Division Office (OSDS, CID, SGOD) Php 39,399,350.00
18	<i>(to be identified)</i>		GAD, PMIS Coordinator	
19	NAMUE DELA TORRE	Medical Section	Nurse II	SBFP Php 93,304,460.00
20	JANN MARCON A. TUDTUD	Medical Section	Medical, PMIS Coordinator	



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21	APPLE MAYE A. SUSVILLA	SGOD	SEPS = P&L	PMT
22	AGUSTINA S. ALBISO	SGOD	PLANNING OFFICER III	PMT
23	ANIEL T. LOQUELLANO	SGOD	ADMIN ASSISTANT III	PMT
24	CLAIRE THERESE JUSAY	SGOD	ADAS II	PMT
25	JESS MARLOWE C. LIBRE	Regional Office	(Monitoring of PMIS Uploading)	PMT



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