

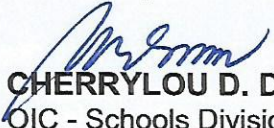


Republic of the Philippines  
Department of Education  
Region IV-A (CALABARZON)  
**DIVISION OF CAVITE**  
Trece Martires City



## MEMORANDUM

TO : Asst. Schools Division Superintendent  
OIC, Asst. Schools Division Superintendent  
Chiefs, SGOD and CID  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
Elementary and Secondary Teachers

FROM :   
**CHERRYLOU D. DE MESA**  
OIC - Schools Division Superintendent

SUBJECT: **COMPOSITION OF THE DIVISION BOTTOM-UP  
BUDGETING (BuB) TECHNICAL WORKING GROUP**

DATE : August 2, 2015

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Pursuant to DepEd Order No. 24, s. 2015 entitled "Guidelines on the Implementation of Bottom-up Budgeting (BuB) Projects", please be informed of the composition of the Division Bottom-up Budgeting Technical Working Group to oversee and ensure the smooth implementation of BuB projects.

Cognizant to this, below is the composition of the **Division Bottom-up Budgeting (BuB) Technical Working Group**

Chair: **CHERRYLOU D. DE MESA**  
OIC, Schools Division Superintendent

Co-Chair: **EDITHA M. ATENDIDO**  
Asst. Schools Division Superintendent

Members: **ALLAIN B. ALVAREZ**  
Unit Head, School Management M & E Section  
**RENIEL PATRICK S. TEJIDOR**  
Planning Officer III  
**JOEL A. MINA**  
Unit Head, Education Facilities Section  
**DR. RAINERIO U. REYES**  
Unit Head, School Health Section

**JOEL M. SOLIS**  
Unit Head, Budget and Accounting Sections

Division BuB Focal Persons

**SATURNINO HERNANDEZ**  
School Repair and School Furniture  
**ROMEO E. ENDRACA**  
Gulayan sa Paaralan  
**ELPIDIA B. BERGADO**  
Innovative Programs & Hiring of ALS Teacher

Secretariat/

BuB Coordinator: **THERESA C. BAUTISTA**  
Education Program Specialist, SGOD

The Division BuB Technical Working Group has the following functions:

1. Conduct meetings and deliberations through the Chairperson and provide regular feedback to the Regional Director;
2. Provide technical assistance and relevant data and information during the formulation of Local Poverty Reduction Action Programs (LPRAPs);
3. Inform and coordinate with the Local Poverty Reduction Action Teams (LPRATs) on the final and approved BuB projects as well as updates on its implementation;
4. Release funds through Sub-Allotment Release Order (SARO) to recipient school through the Budget Division;
5. Facilitate the implementation of BuB projects lodged in Schools Division Office (SDO);
6. Monitor the implementation and prepare quarterly progress reports for submission to Regional Office; and
7. Consolidate issues and concerns relative to BuB project implementation through the BuB Secretariat.

Immediate and wide dissemination of this Memorandum to all concerned is desired.