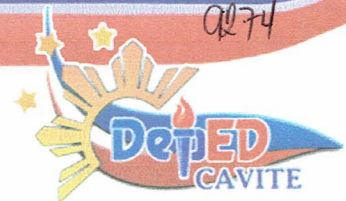




Republic of the Philippines  
**Department of Education**  
Region IV-A (CALABARZON)  
**Division of Cavite**  
Trece Martires City, Cavite



December 8, 2016

**DIVISION MEMORANDUM**

No. 0164, s. 2016

**DIVISION BOTTOM-UP BUDGETING (BUB) COORDINATION MEETING**

TO: OIC, Office of the Asst. Schools Division Superintendent  
Chiefs, CID/SGOD  
Public Schools District Supervisors  
Municipal Local Poverty Reduction Team (MLPRT) Coordinator  
BUB Technical Working Group  
All Concerned

1. Pursuant to an unnumbered DepEd Memorandum dated September 23, 2016, which outlines and reiterates the conduct of National BUB Coordination meeting for the purpose of orienting BUB Coordinators on the implementation and monitoring guidelines of the FY 2016 BUB Projects in line with DMB-DILG-DSWD-NAPC Joint Memorandum Circular (JMC) No. 7 entitled "*Policy Guidelines and Procedures in the Implementation of the Bottom-up Budgeting Program for FY 2016 and thereafter*", the Schools Division Office will have a coordination meeting at Bay Leaf Hotel, Governor's Drive, Manggahan, Gen. Trias City, on December 21, 2016 from 8:00 am to 12:00 pm.
2. The objective of this coordination meeting is to orient the participants on the implementation and monitoring guidelines of the FY 2016 BUB Projects.
3. The participants to this coordination meeting are the Technical Working Group, Municipal Local Poverty Reduction Team Coordinator, the 16 Public Schools District Supervisors, and 16 school heads with on-going implementation of BUB Projects.
4. Immediate and wide dissemination of this Memorandum is earnestly desired.

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

**DIVISION BOTTOM-UP BUDGETING (BUB) COORDINATION MEETING**

*Bay Leaf Hotel, Governor's Drive, Manggahan, Gen. Trias City*

*December 21, 2016*

**PROGRAM OF ACTIVITIES**

<b>SCHEDULE</b>	<b>ACTIVITY</b>	<b>PERSON-IN-CHARGE</b>
8:00 – 8:30	Registration	<b><i>Dr. Ofelia B. Arvisu</i></b> <i>PSDS</i>
8:30 – 9:00	Preliminaries: <i>National Anthem</i> <i>Opening Prayer</i>  <i>Welcome Remarks</i>  <i>Presentation of Participants</i>	PowerPoint Presentation  <b><i>Cherrylou D. De Mesa</i></b> <i>OIC, Schools Division</i> <i>Superintendent</i>  <b><i>Ivan Brian L. Inductivo</i></b> <i>SEPS – Planning and Research</i>
9:00 – 9:05	Introduction of the Speakers	<b><i>Dr. Rey M. Guansing</i></b> <i>PSDS</i>
9:05 – 9:15	Objectives and Rationale	<b>Mr. Edwin E. Calubag</b>
9:15 – 11:30	Status of BuB Projects Implementation as of 2 <sup>nd</sup> Quarter  Implementing and Monitoring Guidelines of FY 2016 BuB Projects	<b><i>Mr. Domingo M. Nievarez, Jr.</i></b> <i>EPS II, DepEd Central Office</i>
11:30 – 12:00	Open Forum	
<b><i>IVAN BRIAN L. INDUCTIVO</i></b> <i>Master of Ceremonies</i>		





**TECHNICAL WORKING GROUP (TWG) ON THE IMPLEMENTATION OF BUB  
PROJECTS**

*(as per DO No. 24, s. 2015)*

**CHERRYLOU D. DE MESA**

*OIC, Schools Division Superintendent  
CHAIR*

**ELIAS A. ALICAYA, JR.**

*Asst. Schools Division Superintendent  
CO-CHAIR*

**REY M. GUANSING**

*Public Schools District Supervisor  
BUB COORDINATOR*

**MEMBERS**

**ALLAIN B. ALVAREZ**, *SEPS – Monitoring and Evaluation Unit*  
**RENIEL PATRICK S. TEJIDOR**, *EPS II – Planning and Research Unit*  
**ENGR. JOEL A. MINA** – *Educational Facilities*  
**RAINERIO U. REYES** – *School Health Section*  
**JOEL M. SOLIS**, *Head – Budget*  
**CHERRY D. BAYOT**, *Head – Accounting Section*  
**ROSA MARIA C. VALDEZ** – *Administrative Assistant III*

**DIVISION FOCAL PERSONS**

**MARLENE P. PANGANIBAN**, *SEPS – Social Mobilization and Networking Unit*  
**IVAN BRIAN L. INDUCTIVO**, *SEPS – Planning and Research Unit*  
**GINA B. DULCE**, *EPS II – Human Resource Development Unit*  
**JESSELLE MARK REYES**, *PDO II – Social Mobilization and Networking Unit*  
**ALBERT B. ERNI**, *EPS II – Private Schools*  
**JONATHAN S. JIMENEZ**, *EPS II (OIC) – Monitoring and Evaluation Unit*  
**CARLO C. MELO**, *SGOD Clerk*  
**JAY FULVADORA**, *Clerk - Private Schools*  
**OFELIA B. ARVISU**, *Public Schools District Supervisor*  
**DIANA M. TOPACIO**, *Public Schools District Supervisor*

**WORKING COMMITTEES**

<b>COMMITTEE</b>	<b>IN-CHARGE</b>
Program and Documentation	Jonathan S. Jimenez
Registration	Ofelia B. Arvisu
Accommodation	Gina B. Dulce