



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

MAR 03 2022

MEMORANDUM

FORMULATION OF SCHOOL CY 2022 SOB, PPMP, APP and APP-CSE

To: OIC – Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum and Implementation Division
Chief Education Supervisor, School Governance and Operations Division
All Others Concerned

1. This Office announces the conduct of the 3-Day Training-Workshop on the Formulation of School CY 2022 SOB, PPMP, APP, and APP-CSE on March 14-16, 2022 at a venue which will be announced later.
2. Attached are the list of the expected participants and the program of activities, for the information and guidance of all concerned. The participants are advised to pre-register online using the link, <https://tinyurl.com/SOB-PPMP-2022Workshop> on or before March 12, 2022.
4. Participants are requested to bring their laptop, extension cord, printer, 2021 SIP/AIP, and 2021 PPMP, APP, and SOB to ensure that expected outputs will be produced and submitted right after the workshop.
5. The registration fee of each school participant amounting to P2, 500.00 per day and other incidental expenses shall be charged against the School MOOE, while the registration fee of participants from the Schools Division Office shall be charged against the Division MOOE, both subject to the usual accounting and auditing procedures.
6. For other details about the activity, on what to bring and other requirements, please contact Mrs. Ivy M. Romano, Senior Education Program Specialist-HRD, at 8805-9935 Local 124 or +639664457403.
7. Immediate and wide dissemination of this Memorandum is desired.


DOMINICO C. IDANAN CESO V
Schools Division Superintendent

Encl: As stated

Reference: none

To be indicated in the Perpetual Index Under the following subjects:

PROGRAM

TRAINING

TEACHERS

IMR/DM_SOB&PPMP2022
087 / March 2, 2022



Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,
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FORMULATION OF SCHOOL CY 2022 SOB, PPMP, APP and APP-CSE
Matrix of Activities

<i>Time</i>	<i>Day 1</i>	<i>Day 2</i>	<i>Day 3</i>
8:00 - 9:00 am	Registration/ Preliminaries	Management of Learning	APP & PPMP Presentations and Critiquing - Part 2
9:00 - 10:00 am	Translating Government Funds Into Education Services Dominico C. Idanan CESO V	The WHYs and HOWs of APP and PPMP Ms. Joiche I. Luna	
10:00 am - 11:00 nn	The Facts and Purpose of School Operating Budget Ms. Virma Amistoso	Review of FY 2021 School MOOE (APP and PPMP) APP/PPMP vs Actual Expenditures Ms. Joiche I. Luna	Workshop 5 Finalization of FY 2022 School Annual Procurement Plan (APP)
11:00 am - 12:00 nn	Presentation of 2022 Budget per Line Item Ms. Virma Amistoso	Workshop 3 Preparation of FY 2022 School Annual Procurement Plan (APP)	Workshop 6 Finalization of School Project Procurement Management Plan (PPMP)
12:00 nn - 1:00 pm	LUNCH BREAK	LUNCH BREAK	LUNCH BREAK
1:00 - 3:00 pm	Workshop 1 Preparation of FY 2022 School Operating Budget (SOB) by School	Workshop 4 Preparation of FY 2022 School Project Procurement Management Plan (PPMP)	Understanding Procurement Plan - Common Use Supplies and Equipment (APP - CSE)



			Ms. Joiche I. Luna
			Workshop 7 Preparation of School FY 2022 Annual Procurement Plan - Common Use Supplies and Equipment (APP - CSE)
3:00-4:00	Presentation and Critiquing		Presentations, Critiquing, and Finalization of APP-CSE
3:01 - 5:00 pm	Workshop Finalization of FY 2022 School Operating Budget (SOB) by School	APP & PPMP Presentations and Critiquing - Part 1	Home Bound

