



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

Office Memorandum

No. 015, s. 2023

To: Assistant Schools Division Superintendents
CID and SGOD Chiefs
Unit Heads
All Others Concerned

From: **ROWENA T. QUIAMBAO, CESE**
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Subject: Compliance to General Appropriations Act of 2013, Sec. 93 and
Administrative Order 39, s.2013 Sec. 4

Date: March 7, 2023


1. Pursuant to the General Appropriations Act of 2013 and Administrative Order 39, S. 2013, this Office requires all to provide the necessary documents in compliance with the above subject to be uploaded to our official website.
2. For the Transparency Seal page, the following documents from 2020 - 2022 are needed:
 - a. The Agency: Department of Education Schools Division Office of Bulacan
 - b. Financial Accountability Reports
 - c. Approved Budgets and Corresponding Targets
 - d. Major Projects and Programs, Beneficiaries, and Status of Implementation
 - e. Procurement Documents
 - f. Quality Management System (QMS) Certification to ISO: 9001:2015
 - g. System of Agency Ranking of Delivery Units for PBB
 - h. The Agency Review and Compliance Procedure of Statements and Financial Disclosures
 - i. Freedom of Information
 - j. Citizens Charter
3. As stated in AO 39, s2013, section 4 all migrated websites to the GWHS shall make their content compliant with the Philippine Uniform Website Content Policy (UWCP), to update our website the following contents are needed:
 - a. Under Publications – Monthly issuance of articles per subject area
 - b. Data for dashboard per category of Programs and Projects





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- c. Under Programs and Projects – PREXC and Division Initiatives (see official website: bulacandeped.com for reference)
 - i. General Administration and Support
 - ii. Support to Operation
 - iii. Operations
 - iv. OSDS
 - v. CID
 - vi. SGOD
 - d. Activity Completion Reports
 - e. Updates on current events and activities from Public Affairs Unit Team
4. Submission of data should be in soft copy using USB and forwarded to the Records Office for proper documentation not later than March 31, 2023.
 5. Maximum involvement and cooperation of all concerned is enjoined.
 6. For information and compliance.


ROWENA T. QUIAMBAO, CESE
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

OSDS/ICT Unit
March 7, 2023

