



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

Dec. 6, 2023

DIVISION MEMORANDUM

No. 517 s. 2023

REAL-TIME INVENTORY OF CRUCIAL RESOURCES FOR FORWARD ESTIMATES IN ALL PUBLIC GOVERNMENT Kto12 SCHOOLS FOR FY 2025 PLANNING & BUDGETTING

To: Asst. Schools Division Superintendents
Division Chiefs
Public Schools District Supervisors
Elementary and Secondary School Heads
And all others Concerned

1. Pursuant to Regional Memorandum # 643, s. 2023, otherwise known as Real-Time Inventory of Crucial Resources for Forward Estimates In All Public Elementary, Integrated, Junior, and Senior High Schools for FY 2025 Planning & Budgeting, this memorandum is issued for the schedule and encoding of inventory of crucial resources.
2. For the systematic real-time inventory of crucial resources, all schools are directed to encode on a worksheet through google drive by the designated personnel in charge of classrooms, seats, teachers, and textbooks. Kindly access the templates through this link : <https://bit.ly/Bul2025ForwardEstimates>
3. The cut-off date for encoding will be on **December 22, 2023**.
4. The Division in charge of the said crucial resources shall monitor and validate the data encoded by the schools to ensure the accuracy of the information provided and to determine the division's real and actual physical requirement. The personnel in charge of the physical resources are the following :

| Name of Personnel | Physical Resource | Unit |
|---|--------------------|------|
| Paulo Eduardo C. Cruz, Jr. Planning Officer III Maribel S. Perez Senior Education Program Specialist | Over-all In charge | SGOD |



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| Engr. Carl Paulo A. Fernando Engineer III | Classrooms and Seats | SGOD |
| Victoria O. Madrigal Administrative Officer IV, Personnel | Teachers | OSDS |
| Raquel I. Climaco, Administrative Officer IV, Property | Seats and Textbooks | OSDS |
| Glenda Constantino Program Development Officer II, LRMSD | Textbooks | CID |

5. Immediate dissemination of this memorandum and compliance of all concerned is desired.


NORMA P. ESTEBAN, Ed.D., CESO V
Schools Division Superintendent



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