



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

October 30, 2024

DIVISION MEMORANDUM
No. 488, s. 2024

To: Assistant Schools Division Superintendents
Division Chiefs (SGOD and CID)
Unit Heads
Public Elementary and non-IUs School Heads/Principals
Accounting and Budget Unit Personnel
Administrative Assistant III and Administrative Officer II Concerned
All Others Concerned

**Preparation and Consolidation of Budget Execution Documents (BEDs)
for the Calendar Year 2025**

1. This Office announces the conduct of the preparation and consolidation of Budget Execution Documents (BEDs) for the CY 2025 on November 7, 2025 at 8:30am onwards, venue to be announced.
2. The objectives of the activity are:
 - a. To prepare complete and accurate budget execution plans.
 - b. To provide a template for consolidated BED 3 that will be used in the submission of final and complete BEDs through the Unified Reporting System (URS) of the Department of Budget and Management System (DBM)
3. Attached herewith is Enclosure no. – List of Participants to the said activity.
4. All participants are required to bring the hardcopies of the Work and Financial Plan, School Operating Budget, Cash Programming, and BED 3 for the CY 2025 of all schools within their respective clusters/districts.
5. Meals of all the participants are to be charged against the Division MOOE. The transportation of participants from the SDO is to be charged against the Division MOOE while the transportation of the other participants is to be charged against their respective school MOOE subject to the usual accounting and auditing rules and regulations.



Address: Provincial Capitol Compound, Brgy. Guinhawa,
City of Malolos, Bulacan



Website: <https://bulacandeped.com>

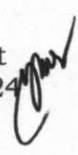
Email: bulacan@deped.gov.ph



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

6. 100% attendance of all concerned in required.
7. If in case the participant cannot attend, he/she shall be represented by another non-teaching personnel from the same school.
8. This Memorandum serves as the Travel Authority of the participants.
9. Immediate and wide dissemination of this Memorandum is desired.


NORMA P. ESTEBAN, EdD., CESO V
Schools Division Superintendent 

Accounting Unit
October 30, 2024 



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

Enclosure No. 1 to Division Memorandum no. ____ s. 2024

	POSITION/STATION	NAME
1	Division Accountant	Agnes M. Seifnezhad, CPA
2	Budget Officer	Alvin V. Suriben
3	ADAS III from Accounting Unit	Claire C. de Jesus
4	Admin Staff from Accounting	Toby C. Alejandro
5	Admin Staff from Accounting	Ma. Josefina B. Alincastre
6	Admin Staff from Accounting	Maria Perpetua B. Perez
7	Admin Staff from Accounting	Mary Joy M. del Moro
8	ADAS II from Accounting	Maricris B. Isip
9	ADAS I from Budget Unit	Maria Angela Dionisio
10	ADAS III from Budget Unit	Bianca C. Borlongan
11	ADAS III from Budget Unit	Yaneleen Nicolas
12	ADAS III from Bulakan District, Gen. Gregorio del Pilar IS	Beverly Joy Fabian Aquino
13	ADAS III from Calumpit North	Maria Corazon M. Galang
14	ADAS III from Calumpit South	Coleen Joyce Casimiro
15	ADAS III from Hagonoy East	Geronimo R. de Lara
16	ADAS III from Hagonoy East	Milyn G. Mendiola
17	ADAS III from Hagonoy West	Juaymah C. Bondoc
18	ADAS III from Hagonoy West	Shirly A. Cruz
19	ADAS III from Paombong	Rowena Arizapa
20	ADAS III from Paombong	Jaily Jessica A. Cerdena
21	ADAS III from Pulilan	Rica A. Albia
22	ADAS III from Pulilan	Maricel G. Baltazar
23	ADAS III from Bustos	Julieta V. Angeles
24	ADAS III from Plaridel	Marivic C. Cerbito
25	ADAS III from Plaridel	Teddidiah G. Villanueva
26	AO II from DRT	Armel Joseph Leano Anillo
27	AO II from DRT, Esteban Paulino HS	Gilbert SG. Santos
28	ADAS III from San Ildefonso North	Celeste G. Ga
29	ADAS III from San Ildefonso South	Luisito M. Gomez
30	ADAS III from San Ildefonso South	Ivy T. Jose
31	AO II from San Miguel North	Adrian Paul L. Anillo
32	AOII from San Miguel North	Shaira Mae C. Ariz



Address: Provincial Capitol Compound, Brgy. Guinhawa,
City of Malolos, Bulacan

Website: <https://bulacandeped.com>

Email: bulacan@deped.gov.ph



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

33	AO II from San Miguel Central	Lariza SM. Lising
34	ADAS III from San Miguel South	Maripas M. Francisco
35	ADAS III from San Miguel South	Suzette B. Ligon
36	ADAS III from San Rafael East	Catherine DC. Corpuz
37	AO II from San Rafael West	Mayreen S. Buenaventura
38	ADAS III from Marilao North, Heritage Homes IS	Angelito R. Gino Cruz
39	ADAS III from Marilao South, Marilao CIS	Marian P. Manzo
40	ADAS III from Obando District	Reinaldol A. de Armas
41	ADAS III from Balagtas, Gat. Francisco Balagtas HS	Paul John P. Viri
42	AOII from Bocaue	Danica S. Garcia
43	ADAS III from Guiguinto	Marcos O. Manio
44	ADAS III from Pandi North	Lyka Stephanie R. Santos
45	ADAS III from Pandi North, Mapulang Lupa HS	Engel Bert A. Torres
46	ADAS III from Pandi South	Reynaldo R. Santos
47	ADAS III from Angat	Darius B. Sarmiento
48	ADAS III from Norzagaray East, NPC HS	Philip Andrew S. Tan
49	ADAS III from Norzagaray West	Sheryl C. Cruz
50	ADAS III from Norzagaray West	Christopher Legaspi
51	ADAS III from Sta. Maria East	Ronaldo C. Mosquera
52	ADAS III from Sta. Maria West, M. Sapa HS/ FF Halili NAS Annex	Teodora M. Garrido
53	ADAS III from Sta. Maria Central	Marianne S. Poblete
54	ADAS III from Baliwag North, SHS within Virgen delas Flores ES	Rachelle M. Taguiam
55	ADAS III from Baliwag South	Carolina C. Mora
56	ADAS III from Baliwag South	Miguelito D. Rapsing
57	AO II from Pulilan	Paolo J. Suarez
58	AO II from Pulilan	Jan Anthony A. Banag
59	ADAS III from Plaridel	Catherine Ann C. Siñeres
60	AO II from Bocaue	Jeremy Jane L. Nicolas



Address: Provincial Capitol Compound, Brgy. Guinhawa,
City of Malolos, Bulacan

Website: <https://bulacandeped.com>

Email: bulacan@deped.gov.ph



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

61	AO II from Sta. Maria West	Louie Syron DC. Ibal
62	AO II from Bustos	Alvin S. Cruz
63	AO II from Guiguinto	Maria Diana O. Villanueva
64	ADAS II from Paombong, Kapitangan NHS	Darwin Joseph D. Panganiban
65	ADAS II from San Rafael West, Lydia D. Villangca TS	Larisse L. Jose
66	AO II from Norzagaray West	Kelvin L. Gener
67	AO II from DRT	Aljon Joseph C. Tolentino
68	AO II from Pandi North	Lea D. Nerza
69	ADAS II from Paombong	Jonalyn R. Puno
70	AOII from Bulakan	Ercelyn S. San Miguel
71	ADAS II from Calumpit North, San Miguel-Meysulao HS	Ronamina T. Santos
72	ADAS II from DRT, Sapang Bulac HS	Rose Ann C. Santos
73	ADAS II from San Ildefonso North	Mariejoy I. Igna
74	ADAS II from Sta. Maria Central	Jamira Ann M. Alonzo
75	AO II from DRT	Mario C. Eugenio
76	AO II from Baliwag South	Aira May-An M. Cruz
77	ADAS II from Angat	Gerardo V. Paguiligan
78	ADAS II from Plaridel	Lailani C. Pascua
79	AO II from Plaridel	John T. Santiago
80	ADAS II from Obando	Desiree E. Pangcoy
81	ADAS II from Norzagaray West	Robert Jonnydel M. Rayo
82	AOII from DRT	Mario C. Eugenio
83		Nurse