


Department of Education


Office Code : 5829
 Office Name : Public Affairs Unit (NCR)
 Fiscal Year : 2023

FY 2023 PHYSICAL PLAN / FINANCIAL OBLIGATION / MONTHLY DISBURSEMENT PROGRAM

Output Code (OC)	Programs/ Projects	Output	Activity Code (AC) Milestone	Activities	Performance Indicator (Activity, Output & Milestone)	2022 Accomplishments	
						Actual (Jan-Sept)	Estimate (Oct-Dec)
103001000100000 - General Management and Supervision							
Q1 Regional Information Officer (RIO) and Division Information Officers (DIOs) Interface							
OC-23-5829-GASS-001		Compendium of issues/concerns/gaps Standardized process of providing information			Number of DIOs/Alternates engaged	0	0
			AC-23-5829-GASS-001	Coordination meeting with Division Information Officers (DIOs)	Number of Coordination meeting conducted	0	0
Q2 Regional Information Officer (RIO) and Division Information Officers (DIOs) Interface							
OC-23-5829-GASS-002		Compendium of issues/concerns/gaps			Number of DIOs/Alternates engaged	0	0
			AC-23-5829-GASS-002	Coordination meeting with Division Information Officers (DIOs)	Number of Coordination meeting conducted	0	0
Q3 Regional Information Officer (RIO) and Division Information Officers (DIOs) Interface							
OC-23-5829-GASS-003		Compendium of issues/concerns/gaps			Number of DIOs/Alternates engaged	0	0
			AC-23-5829-GASS-003	Coordination meeting with Division Information Officers (DIOs)	Number of Coordination meeting conducted	0	0
Q4 Regional Information Officer (RIO) and Division Information Officers (DIOs) Interface							
OC-23-5829-GASS-004		Compendium of issues/concerns/gaps			Number of DIOs/Alternates engaged	0	0
			AC-23-5829-GASS-004	Coordination meeting with Division Information Officers (DIOs)	Number of Coordination meeting conducted	0	0
Q1 Regional Information Officer (RIO), Regional Public Assistance Coordinator (RPAC) and Division Public Assistance Coordinators (DPACs) Interface							
OC-23-5829-GASS-005		Compendium of issues/concerns/gaps Standardized process on providing action on issues/concerns			Number of DPACs/Alternates engaged	0	0
			AC-23-5829-GASS-005	Coordination meeting with DPACs	Number of Coordination meeting conducted	0	0
Q2 Regional Information Officer (RIO), Regional Public Assistance Coordinator (RPAC) and Division Public Assistance Coordinators (DPACs) Interface							
OC-23-5829-GASS-006		Compendium of issues/concerns/gaps Standardized process on providing action on issues/concerns			Number of DPACs/Alternates engaged	0	0
			AC-23-5829-GASS-006	Coordination meeting with DPACs	Number of Coordination meeting conducted	0	0
OC-23-5829-GASS-007		Compendium of issues/concerns/gaps Standardized process on providing action on issues/concerns			Number of DPACs/Alternates engaged	0	0
			AC-23-5829-GASS-007	Coordination meeting with DPACs	Number of Coordination meeting conducted	0	0
OC-23-5829-GASS-008		Compendium of issues/concerns/gaps Standardized process on providing action on issues/concerns			Number of DPACs/Alternates engaged	0	0
			AC-23-5829-GASS-008	Coordination meeting with DPACs	Number of Coordination meeting conducted	0	0
Enhancement of Customer / Client Satisfaction survey (CCSS)							
OC-23-5829-GASS-009		Customer / Client Satisfaction survey (CCSS) v.3			Number of system information upgrade	0	0
			AC-23-5829-GASS-009	System information upgrade	Number of information upgrade in the system	0	0
Printing of Advocacy Materials							
OC-23-5829-GASS-010		Advocacy Materials			Number of advocacy materials printed and disseminated	0	0
			AC-23-5829-GASS-010	Printing of tarpulin and display in a conspicuous place	Number of materials printed	0	0
TOTAL							

Prepared by:


GERMA F. CONSTANTINO
 Administrative Officer V
 Public Affairs Unit
 Date : November 29, 2022


JULIET J. ICAMEN
 Chief, Administrative Officer
 Finance Division
 Date : November 29, 2022

Recommending Approval:

RITA E. RIDDLE
 Schools Division Superintendent and concurrent
 Officer-in-Charge, Office of the Assistant Regional Director
 Date : November 29, 2022

Approved by:


WILFREDO E. GABRAL, CESO III
 Regional Director
 Date : November 29, 2022

With Procurement (Y/N)	Classification (GASS, STO, MFO 1,2,3)	Allotment Class (PS, MOOE, CO)	FY 2022 Obligation			FY 2023 OBLIGATION PROGRAM													
			Total	Actual (Jan-Sept)	Estimate (Oct-Dec)	Total Obligation	Q1			Q2				Q3					
							Jan.	Feb.	Mar.	Total	Apr.	May	June	Total	July	Aug.	Sept.	Total	
Y	GAAS	MOOE	0.00	0.00	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Y	GAAS	MOOE	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00
Y	GAAS	MOOE	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00
Y	GAAS	MOOE	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Y	GAAS	MOOE	0.00	0.00	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Y	GAAS	MOOE	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00
Y	GAAS	MOOE	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00
Y	GAAS	MOOE	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Y	GAAS	MOOE	0.00	0.00	0.00	105,000.00	0.00	0.00	105,000.00	105,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Y	GAAS	MOOE	0.00	0.00	0.00	10,000.00	2,000.00	0.00	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	4,000.00	0.00	0.00	0.00	4,000.00
			0.00	0.00	0.00	195,000.00	22,000.00	0.00	105,000.00	127,000.00	22,000.00	0.00	0.00	22,000.00	24,000.00	0.00	0.00	0.00	24,000.00

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Q4				For Downloading (Y/N)	Total Cash Program	Tax Remittance Advice	Program, Net of TRA	Total Disbursement	FY 2023 MONTHLY DISBURSEMENT							
Oct.	Nov.	Dec.	Total						Q1				Q2			
									Jan.	Feb.	Mar.	Total	Apr.	May	June	Total
0.00	0.00	0.00	0.00	N	10,000.00	500.00	9,500.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	N	10,000.00	500.00	9,500.00	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00
0.00	0.00	0.00	0.00	N	10,000.00	500.00	9,500.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	10,000.00	0.00	10,000.00	N	10,000.00	500.00	9,500.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	N	10,000.00	500.00	9,500.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	N	10,000.00	500.00	9,500.00	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00
0.00	0.00	0.00	0.00	N	10,000.00	500.00	9,500.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	10,000.00	0.00	10,000.00	N	10,000.00	500.00	9,500.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	N	105,000.00	5,250.00	99,750.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2,000.00	0.00	0.00	2,000.00	N	10,000.00	500.00	9,500.00	10,000.00	2,000.00	0.00	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00
2,000.00	20,000.00	0.00	22,000.00		195,000.00	9,750.00	185,250.00	100,000.00	22,000.00	0.00	0.00	22,000.00	22,000.00	0.00	0.00	22,000.00

Q4										REMARKS
October		November		December		Total		Grand Total		
Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
0		0		0		0		0		
0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	
0		0		0		0		0		
0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	
0		0		0		0		0		
0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	
0		0		0		0		0		
0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	
0		0		0		0		0		
0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	
0		0		0		0		0		
0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	
0		0		0		0		0		
0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	
0		0		0		0		0		
0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	
0		0		0		0		0		
0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	
0		0		0		0		0		
0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	
0		0		0		0		0		
0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	
0		0		0		0		0		
0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	
	0.00		0.00		0.00		0.00		0.00	

Department of Education
CY 2023 Project Procurement Management Plan (PPMP)

PAP: General Management and Supervision
Name of Office: Public Affairs Unit (NCR)

Activity Code (includes funding year)	Title of Program / Activity / Project (PAP)	Type of Contract ¹	Procurement Method ²	Estimated Budget	Source of Funds	Schedule / Milestone of Activities												
						Previous Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Q1 Regional Information Officer (RIO) and Division Information Officers (DIOs) Interface																		
AC-23-4829-GASS-001	provision for meals	Goods and Services (GS)	NP-SVP	10,000	2023-GASS(Current Fund)													
Q2 Regional Information Officer (RIO) and Division Information Officers (DIOs) Interface																		
AC-23-4829-GASS-002	provision for meals	Goods and Services (GS)	NP-SVP	10,000	2023-GASS(Current Fund)													
Q3 Regional Information Officer (RIO) and Division Information Officers (DIOs) Interface																		
AC-23-4829-GASS-003	provision for meals	Goods and Services (GS)	NP-SVP	10,000	2023-GASS(Current Fund)													
Q4 Regional Information Officer (RIO) and Division Information Officers (DIOs) Interface																		
AC-23-4829-GASS-004	provision for meals	Goods and Services (GS)	NP-SVP	10,000	2023-GASS(Current Fund)													
Q1 Regional Information Officer (RIO), Regional Public Assistance Coordinator (RPAC) and Division Public Assistance Coordinators (DPACs) Interface																		
AC-23-4829-GASS-005	provision for meals	Goods and Services (GS)	NP-SVP	10,000	2023-GASS(Current Fund)													
Q2 Regional Information Officer (RIO), Regional Public Assistance Coordinator (RPAC) and Division Public Assistance Coordinators (DPACs) Interface																		
AC-23-4829-GASS-006	provision for meals	Goods and Services (GS)	NP-SVP	10,000	2023-GASS(Current Fund)													
AC-23-4829-GASS-007	provision for meals	Goods and Services (GS)	NP-SVP	10,000	2023-GASS(Current Fund)													
AC-23-4829-GASS-008	provision for meals	Goods and Services (GS)	NP-SVP	10,000	2023-GASS(Current Fund)													
AC-23-4829-GASS-009	provision for meals	Goods and Services (GS)	NP-SVP	10,000	2023-GASS(Current Fund)													
Enhancement of Customer / Client Satisfaction survey (CCSS)																		
AC-23-4829-GASS-010	Developers and Maintenance Fees	Goods and Services (GS)	NP-SVP	105,000	2023-GASS(Current Fund)													
Printing of Advocacy Materials																		
AC-23-4829-GASS-010	printing of materials	Goods and Services (GS)	NP-SVP	10,000	2023-GASS(Current Fund)													
	TOTAL			195,000														

Note: Technical Specifications (TS), Scope of Works (SOW) or Terms of Reference (TOR) for each item / Project being proposed shall be submitted as part of the Authorities to Procure.

Prepared by:


GERMA H. CONSTANTINO
Administrative Officer V, PAU
(Position / Designation)

Recommending Approval:

WILFREDO E. CABRAL, CESO III
Regional Director
Head of Office

To be printed if this is the last page		Page ____ of ____	
Reviewed by:	Reviewed by:	Reviewed by:	Consolidator:
I certify that I have reviewed this PPMP and it is in accordance with the Work and Financial Plan.	I certify that I have reviewed this PPMP and it is in accordance with the Monthly Cash Program.	Reviewer/Validator: I certify that I have reviewed the modes of procurement based on amounts and the total amount is correct.	I have consolidated this PPMP based on the reviews made by the Reviewer / Validator.
Signature Over Printed Name	Signature Over Printed Name	Signature Over Printed Name	Signature Over Printed Name
Date:	Date:	Date:	Date:

To be filled-out by the FS Reviewer/Validator:

¹ Type of Contract	Total (PBP)
Goods & Services (GS)	195,000
Civil Works (CW)	0
Consulting Services (CS)	0
GRAND TOTAL	195,000

² Mode of Procurement	Total (PBP)	Mode of Procurement	Total (PBP)	Mode of Procurement	Total (PBP)
International Competitive Bidding (ICB)		Repeat Order (RO)		Agency-to-Agency (AP-AA)	
Competitive Bidding (CB)		Shopping (S)		Highly Technical Consultants (NP-HTC)	195,000
Alternative Methods of Procurement (AMP):		Negotiated Procurement		Small Value Procurement (NP-SVP)	
Limited Source Bidding (LSB)		Take-Over of Contracts (NP-TOC)		Lease of Real Property (NP-LRP)	
Direct Contracting (DC)		Adjacent or Contiguous (NP-Adj)		GRAND TOTAL	
					195,000

Department of Education

Office Code : 5829
 Office Name : Public Affairs Unit (NCR)
 Fiscal Year : 2023

FY 2023 EXPENDITURE FORM

PAP	KRA	Specific Program	Output	Output Priority Rank	Output Milestone	Activities	Performance Indicator	Expense Class (PS /MOOE/ CD)	Expense Object DBM Grouping	GAA by Object	Expense Item	Quantity	
												Coordinating	Unit
103001008100000 - General Management and Supervision (Total Budget Cost :2.00)													
		Q1 Regional Information Officer (RIO) and Division Information Officers (DIOs) Interface											
			Compendium of issues/concerns/gaps Standardized process of providing information	1			Number of DIOs/Alternates engaged						
						Coordination meeting with Division Information Officers (DIOs)	Number of Coordination meeting conducted						
								MOOE	Training and Scholarship Expenses	Training Expenses	provision for meals	20	
		Q2 Regional Information Officer (RIO) and Division Information Officers (DIOs) Interface											
			Compendium of issues/concerns/gaps	2			Number of DIOs/Alternates engaged						
						Coordination meeting with Division Information Officers (DIOs)	Number of Coordination meeting conducted						
								MOOE	Training and Scholarship Expenses	Training Expenses	provision for meals	20	
		Q3 Regional Information Officer (RIO) and Division Information Officers (DIOs) Interface											
			Compendium of issues/concerns/gaps	3			Number of DIOs/Alternates engaged						
						Coordination meeting with Division Information Officers (DIOs)	Number of Coordination meeting conducted						
								MOOE	Training and Scholarship Expenses	Training Expenses	provision for meals	20	
		Q4 Regional Information Officer (RIO) and Division Information Officers (DIOs) Interface											
			Compendium of issues/concerns/gaps	4			Number of DIOs/Alternates engaged						
						Coordination meeting with Division Information Officers (DIOs)	Number of Coordination meeting conducted						
								MOOE	Training and Scholarship Expenses	Training Expenses	provision for meals	20	
		Q1 Regional Information Officer (RIO), Regional Public Assistance Coordinator (RPAC) and Division Public Assistance Coordinators (DPACs) Interface											
			Compendium of issues/concerns/gaps Standardized process on providing action on issues/concerns	5			Number of DPACs/Alternates engaged						
						Coordination meeting with DPACs	Number of Coordination meeting conducted						
								MOOE	Training and Scholarship Expenses	Training Expenses	provision for meals	20	
		Q2 Regional Information Officer (RIO), Regional Public Assistance Coordinator (RPAC) and Division Public Assistance Coordinators (DPACs) Interface											
			Compendium of issues/concerns/gaps Standardized process on providing action on issues/concerns	6			Number of DPACs/Alternates engaged						
						Coordination meeting with DPACs	Number of Coordination meeting conducted						
								MOOE	Training and Scholarship Expenses	Training Expenses	provision for meals	20	

N PROGRAM						FY 2023 FINANCIAL DISBURSEMENT PROGRAM												FY 2024 FINANCIAL DISBURSEMENT PROGRAM			For Clearance Review		
Q3			Q4			Total Disbursement	Q1			Q2			Q3			Q4			Total Disbursement	Q1			
July	Aug.	Sept.	Oct.	Nov.	Dec.		Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.		Jan.		Feb.	Mar.
0.00	8.88	0.00	8.88	0.00	8.88	10,000.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.88	0.00	8.88	0.00		
						10,000.00	10,000.00											0.00					
0.00	8.88	0.00	8.88	0.00	8.88	10,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.88	0.00	8.88	0.00		
						10,000.00				10,000.00								0.00					
10,000.00	8.88	0.00	8.88	0.00	8.88	10,000.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	8.88	0.00	8.88	0.00		
10,000.00						10,000.00						10,000.00						0.00					
0.00	8.88	0.00	8.88	10,000.00	8.88	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00	8.88	0.00	8.88	0.00		
				10,000.00		10,000.00										10,000.00		0.00					
0.00	8.88	0.00	8.88	0.00	8.88	10,000.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.88	0.00	8.88	0.00		
						10,000.00	10,000.00											0.00					
0.00	8.88	0.00	8.88	0.00	8.88	10,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.88	0.00	8.88	0.00		
						10,000.00				10,000.00								0.00					


Department of Education

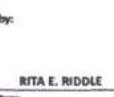
Office Code : 5829
 Office Name : Public Affairs Unit (NCR)
 Fiscal Year : 2023

FY 2023 EXPENDITURE FORM

PAP	KRA	Specific Program	Output	Output Priority Rank	Output Milestone	Activities	Performance Indicator	Expense Class (PS /MODE/ CO)	Expense Object DBM Grouping	GAA by Object	Expense Item	Quantity	Unit
10308100810000 - General Management and Supervision (Total Budget Cost :2.00)													
		Q2 Regional Information Officer (RIO), Regional Public Assistance Coordinator (RPAC) and Division Public Assistance Coordinators (DPACs) Interface											
			Compendium of issues/concerns/gaps Standardized process on providing action on issues/concerns	7			Number of DPACs/Alternates engaged						
						Coordination meeting with DPACs	Number of Coordination meeting conducted	MOOE	Training and Scholarship Expenses	Training Expenses	provision for meals	20	
		Q2 Regional Information Officer (RIO), Regional Public Assistance Coordinator (RPAC) and Division Public Assistance Coordinators (DPACs) Interface											
			Compendium of issues/concerns/gaps Standardized process on providing action on issues/concerns	8			Number of DPACs/Alternates engaged						
						Coordination meeting with DPACs	Number of Coordination meeting conducted	MOOE	Training and Scholarship Expenses	Training Expenses	provision for meals	20	
		Enhancement of Customer / Client Satisfaction survey (CCSS)											
			Customer / Client Satisfaction survey (CCSS) v.3	9		System Information Upgrade	Number of system information upgrade Number of information upgrade in the system completed	MOOE	General Services	Other General Services - ICT Services	Developers and Maintenance Fees	1	
		Printing of Advocacy Materials											
			Advocacy Materials	10		Printing of tarpulin and display in a conspicuous place	Number of advocacy materials printed and disseminated Number of materials printed	MOOE	General Services	Other General Services	printing of materials	1	
TOTAL													

Prepared by: 
 Name and Signature: GERMA F. CONSTANTINO
 Designation: Administrative Office V
 Date: November 29, 2022

Noted by: 
 Name and Signature: JULIET L. ICAMEN
 Designation: Chief, Administrative Officer, Finance Division
 Date: November 29, 2022

Recommended by: 
 Name and Signature: RITA E. RIDDLE
 Designation: Schools Division Superintendent and concurrent Officer-in-Charge, Office of the Assistant Regional Director
 Date: November 29, 2022

Approved by: 
 Name and Signature: WILFREDO E. SABINA, CESO III
 Designation: Regional Director
 Date: November 29, 2022

