



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD IRIGA

OFFICE MEMORANDUM

No. 32 s. 2026

TO: Assistant Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
Division Program Coordinators
Accountant III
Administrative Officer V (Finance)
Supply Officer
Procurement Officer
All Personnel Concerned

FROM: **MARIA-MAGNOLIA F. BRIOSO**
OIC-Schools Division Superintendent

SUBJECT: **3rd COORDINATION MEETING AND UPDATES ON THE FUND
UTILIZATION AND BALANCES FOR FISCAL YEAR 2026**

1. Please be informed of the FY 2026 3rd Coordination Meeting and Updates on Fund Utilization per Program/Activities/Projects (PAPs) on October 8, 2026 at the Division Conference Room.

Schedule	Functional Division
9:00 AM - 10:00 AM	SGOD
10:00 AM - 10:30 AM	OSDS

2. As we enter the final quarter of this year, this coordination meeting serves as a directive to ensure the full utilization of fund by the end of FY 2026. Thus, all concerned must closely monitor the obligations and payments, and fast track procurement for a timely, efficient and effective utilization of fund.

3. **The head of functional division/OSDS unit heads will present the progress report on the utilization of the different PAPs.** Since there are other activities to be conducted tomorrow, please confirm your availability of schedule at the office of SDS.



**IRIGA
SPRINGS**

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Sto. Domingo, Lungsod Iriga

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4. For the monitoring of your unobligated balances as of October 5, 2026, please access through this link: <https://tinyurl.com/FY-2026-Catch-Up-Plan>.
5. For information and compliance.



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