

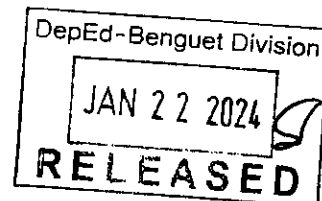


Republic of The Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BENGUET

22 January 2024

DIVISION MEMORANDUM
 No. 22, s. 2024

TO: Public Elementary and Secondary Schools
 All Others concerned



SUBMISSION OF WFP AND SOB USING ENHANCED TEMPLATE

1. To ensure the alignment of all Programs, Projects, and Activities (PPAs) from the SIP and AIP to the preparation of WFP, PPMP and SOB and to ensure that school MOOE is maximized to support the implementation of school PPAs, school heads are required to indicate in the SOBs the **Pillars and Strategies** (Column 2) starting February 2024. For monitoring purposes, **MOOE Balance as of the previous month and MOOE Ending Balance** must be included also (see template and example below).

ITEMS SPECIFICATIONS	Reference (Pillars & Strategies)	UACS Code	Unit	Quantity	Unit Cost	Total Cost	MOOE Bal
MOOE Balance as of previous month							100,000
<i>(Less the ff. expenses)</i>							
<i>Example:</i>							
Meals and Snacks	Pillar 3, Strat 4		pax	15	400	6,000	
Office Supplies	Pillar 1- Strat 1 Pillar 3- Strat 2					4,000	
<i>(Office Supplies to be listed)</i>							
Total SOB						10,000	
MOOE Ending Balance (Previous month Balance less Total SOB)							90,000

- To facilitate the approval of SOB, approved 2024 WFP must be attached in the February 2024 SOB.
- For immediate and widest dissemination.


SALLY L. BANAKEN-ULLALIM CESO V
 Schools Division Superintendent

SGOD/LBA/hrds/xdk



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