



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City



January 3, 2025

Division Memorandum

No. 14, s. 2025

TO: Assistant School Division Superintendent
SGOD Chief
CID Chief
Program Holders
ALL CONCERNED

**UPLOADING OF 2025 WORK AND FINANCIAL PLANS IN THE PROGRAM
MANAGEMENT INFORMATION SYSTEM (PMIS) FOR GAA FUNDED PAPs**

1. This is to notify all program holders of the uploading of your respective work and financial plans relative to your programmed activities for Fiscal Year 2025 funded by the General Appropriations Act (GAA) in the Program Management Information System (PMIS).
2. The uploading shall be until January 10, 2025 to give ample time for the review of the Regional Office and for us to effect corrections then resubmit for verification so that we can be able to generate Activity Requests and submit it to the procurement committee with complete attachments by January 30, 2025.
3. For reference, the 2025 AIP can be downloaded from the Tabuk City Website>Special Programs>ODAR>Resources.
3. For information and guidance.

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Schools Division Superintendent



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