



Republic of the Philippines  
**Department of Education**

REGION I  
SCHOOLS DIVISION OF THE CITY OF BATAC


OFFICE MEMORANDUM  
SGOD-2024\_\_*106*\_\_\_\_\_

20 NOV 2024

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Unit and Section Heads  
All Others Concerned

**SUBMISSION OF PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)  
OF PROGRAMS, PROJECTS AND ACTIVITIES (PPAs) UNDER  
SPECIAL EDUCATION FUND (SEF) 2025**

1. In line with the approval of the Local School Board Resolution No. 05, s. 2024 titled *A Resolution Approving the 2025 Budget for Priority Education Projects of the City of Batac School Board*, concerned unit/ section heads are advised to submit the Project Procurement Management Plan (PPMP) of all PPAs included in the approved Resolution not later than November 25, 2024.
2. It is further advised that program owners shall refer to the PPMP template and unit price of items thru the link <https://tinyurl.com/SEF2025References> for easier consolidation. Items not in the references shall be included with proper item specifications and with Market Survey to be attached in the PPMP.
3. Attached is the list of PPAs for reference.
4. For guidance and compliance.

  
**ANSELMO R. ALUDINO**  
Schools Division Superintendent

NMU/DO-SEF2025PPAs  
0004/ November 18, 2024



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**CITY OF BATAAC SCHOOL BOARD  
SPECIAL EDUCATION FUND (SEF) 2025 PPAs**

SEF 2025	P	14,511,788.76
SEF Surplus 2023 Beginning Balance	P	4,740,261.39
<b>Total</b>	<b>P</b>	<b>19,252,050.15</b>

PROGRAM, PROJECTS, ACTIVITIES (PPAs)	UNIT	Amount
<b>I. Support to Operations of Schools and CLCs</b>		
Repair of Equipment	OSDS	P 400,000.00
Office Furniture and Equipment	SGOD	P 632,000.00
<i>Alternative Learning System (ALS) Community Learning Center (CLC) Graduation Rites</i>	CID	P 92,000.00
<b>II. General Services</b>		
Contracting Utility Personnel for Schools and CLC	OSDS	P 553,811.20
Contracting Security Personnel for Schools/ CLC	OSDS	P 612,371.20
Contracting of Emergency / Relieving Teachers	OSDS	P 100,000.00
<b>III. Learning Support Services Programs</b>		
Reading and Numeracy Enhancement	CID	P 300,000.00
Support to Festival of Talents and Press Conference	CID	P 300,000.00
Expanded Tutoring Program for Early Grade Learners	CID	P 1,225,000.00
Scout Encampment for BSP and GSP	CID	P 600,000.00
Leadership Trainings for Youth Leaders	SGOD	P 325,000.00
Kinder and Early Grades Festival	CID	P 100,000.00
Support to the Program for the Arts	CID	P 500,000.00
Support to SBM initiatives	SGOD	P 120,000.00
Support to Brigada Eskwela	SGOD	P 150,000.00
Support to Gulayan sa Paaralan and Clean and Green Program	SGOD	P 200,000.00
Support to Federated PTA Programs	SGOD	P 150,000.00
ALS Accreditation & Equivalency Exam/ Certification	CID	P 93,000.00
Itinerant Teachers and Bridging Program for Learners	CID	P 100,000.00
<b>IV. Human Resource Development Program</b>		
Conduct of Educational Research and Congress	SGOD	<b>P 500,000.00</b>
Employees Training and Professional Development	SGOD	<b>P 838,612.64</b>
<i>Training-Workshop on the NEAP and PRC Accreditation of Professional Development Programs</i>		P 190,000.00
<i>Training on Strategic Formulation of Quality Control Plan for Enhancing School Management Processes</i>		P 275,000.00
<i>Healthy Lifestyle Training Advocacy 2.0</i>		P 300,000.00
<i>Financial Literacy Training for Teachers</i>		P 73,612.64





<b>V. Sports Development Program</b>		
<i>Sports Clinic and Accreditation for Coaches and Technical Officials</i>	SGOD	₱ 628,600.00
<i>3-Month Training Program/ Competitions/ Tune-ups (for exposure and experience of the athletes)</i>		₱ 1,565,000.00
<i>Provision of Sports Equipment (identified by Tournament Directors)</i>	SGOD	₱ 715,000.00
<i>Intensive In-House Training</i>	SGOD	₱ 1,334,700.00
<i>Participation to RIAA</i>	SGOD	₱ 2,953,980.00
<i>Participation to Palarong Pambansa</i>	SGOD	₱ 50,000.00
<i>Cash Incentive of RIAA and Palaro Medalists</i>	SGOD	₱ 224,700.11
<i>Inter-School Sports Festival 2025</i>	SGOD	₱ 193,275.00
<b>VI. Other Education Support Services Programs</b>		
<b>Communication Expense for Teachers and Non-teaching Personnel</b>	OSDS	₱ 750,000.00
<b>Procurement of ICT Equipment, laptop/ Learning Tools</b>	SGOD	<b>₱ 1,260,000.00</b>
<i>Laptop Computer (9 units)</i>		₱ 720,000.00
<i>Sound system (4 units)</i>		₱ 440,000.00
<i>Refrigerator, 2 door (2 units)</i>		₱ 100,000.00
<b>Procurement of Science Laboratory /Techvoc Equipment</b>	CID	<b>₱ 1,300,000.00</b>
<b>Infrastructure Development (Labor and Materials)</b>		
<i>Genderized Comfort Rooms and Group Handwashing Facilities (Bil-loca ES)</i>	SGOD	<b>₱ 110,000.00</b>
<i>Repair and Rehabilitation of TVL Workshop with Labor Cost (Batac NHS)</i>	SGOD	<b>₱ 275,000.00</b>
<b>TOTAL</b>		<b>₱ 19,252,050.15</b>