



Republic of the Philippines
Department of Education

REGION I
SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM
No. **483** s. 2025

21 JUL 2025

**SUBMISSION OF PROGRAMS, PROJECTS AND ACTIVITIES (PPAs)
PROPOSAL FOR SEF 2026**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Unit & Section Heads
Public School Heads
All Others Concerned

1. In line with the requirement for the utilization of the School Education Fund (SEF), as mandated under Section 272 of the Republic Act No. 7160, or the Local Government Code of 1991, all school heads and unit/ section heads are advised to submit proposals for the PPAs for funding under 2026 Special Education Fund not later than July 23, 2025.
2. It is further advised that pertinent documents like Program of Works (POW) for infrastructure projects and correct specification of items if capital outlay or supplies are attached to the proposal. Moreover, it is highly encouraged that a market survey be conducted as the basis for the item's cost.
3. For information and guidance.


ANSELMO R. ALUDINO
Schools Division Superintendent

Encl.: None
Reference: None
To be indicated in the Perpetual Index
under the following subjects:

Programs Projects

NMU/DO-SEFPPAs2026proposal
25012/July 17, 2025



SDCB RECORDS UNIT

2510794