



Republic of the Philippines  
**Department of Education**

REGION I  
SCHOOLS DIVISION OF THE CITY OF BATAC

14 JAN 2026

DIVISION MEMORANDUM

No. **030**, s. 2026

**DISSEMINATION OF APPROVED PROGRAMS, PROJECTS AND ACTIVITIES (PPAs)  
UNDER SPECIAL EDUCATION FUND (SEF) 2026**

TO : Assistant Schools Division Superintendent  
Chief Education Supervisors  
Unit and Section Heads  
All Public and Private School Heads  
Program Owners  
All Others Concerned

1. In pursuant with Joint Circular No. 1, s 2017 titled *Revised Guidelines on the Use of the Special Education Fund (SEF)*, this office hereby issues the approved Local School Board Resolution No. 05, s 2025 titled *A Resolution Approving the 2026 Budget for Priority Education Projects of the City of Batac School Board*. The approval of the said Resolution serves as the official authority for the implementation of the identified PPAs funded under the SEF 2026.
2. All program owners are hereby advised to use the approved resolution and the Project Procurement Management Plan (PPMP) as the primary and mandatory reference in the preparation of proposals, technical specifications, timelines and other supporting documents which can be accessed thru the link <https://tinyurl.com/SEF2026References>.
3. To ensure timely conduct of procurement activities in the implementation of PPAs, all program owners are reminded to submit proposals and all pertinent documents at least two (2) months prior to the scheduled conduct or implementation of the activity, in accordance with the timelines indicated in the PPMP.
4. For information and guidance.

  
**ANSELMO R. ALUDINO**  
Schools Division Superintendent

Encl.: None  
Reference: None  
To be included in the Perpetual Index  
Under the following subject:

Programs

Projects

NMU/DM-SEF2026PPAs  
26002/January 13, 2026



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