



Republic of the Philippines
Department of Education
 REGION VIII
SCHOOLS DIVISION OF BILIRAN

DATE: February 26, 2026

DIVISION MEMORANDUM

No. 043 S. 2026

TECHNICAL ASSISTANCE ON APP/PPMP 2026

TO: Non-Teaching Personnel
 Administrative Support Personnel
 School Heads
 This Division

To provide comprehensive technical assistance to all schools in preparing new format of Annual Procurement Plan (APP) and Project Procurement Management Plan (PPMP) will be held on February 3-6, 2026. This initiative aims to ensure accurate, compliant, and timely completion of the newly revised forms, minimizing errors and avoiding delays in budget and procurement processes.

The objectives of this technical assistance include:

- a. Equip personnel with the knowledge and skills to correctly fill out the new forms.
- b. Ensure all submissions adhere to agency and national procurement guidelines;
- c. Establish a sustainable support system for future form updates.
- d. Other matters.

The technical assistance will be conducted by a team according to the following schedule:

TEAM:

Gladys Gay Sudario
 Ranel J. Parac
 Ria Marie B. Alandra
 Rolando L. Fermino Jr.

DATE	TIME	DISTRICT
February 3, 2026	9:00 am-12:00 nn	Naval 1 Naval 3
	1:00 pm-5:00 pm	Naval 2 Naval 4
February 4, 2026	9:00 am-12:00 nn	Almeria
	1:00 pm-5:00 pm	Kawayan/Maripipi



Larrazabal, Naval, Biliran (6560)
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 depedbiliran@gmail.com / sds_bilirandivision@yahoo.com





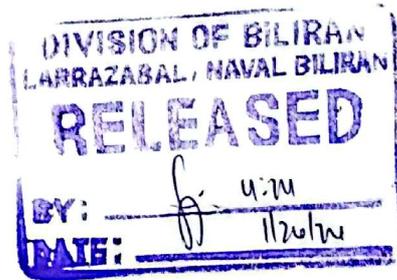
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February 5, 2026	9:00 am-12:00 nn	Culaba
	1:00 pm-5:00 pm	Caibiran
February 6, 2026	9:00 am-12:00 nn	Cabucgayan
	1:00 pm-5:00 pm	Biliran

This memorandum serves as Travel Authority.

Immediate dissemination and compliance with this memorandum are desired.


ROBERTO N. MANGALIMAN, PhD, CESO VI
School Division Superintendent



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