



DepEd – DIVISION OF QUEZON


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Registration Number:
QAC/R63/0216

UNNUMBERED MEMORANDUM

TO: Assistant Schools Division Superintendents, SGOD Chief, CID Chief,
Section/Unit Heads, Program Proponents

FROM:  **CATHERINE P. TALAVERA, CESOV**
Schools Division Superintendent

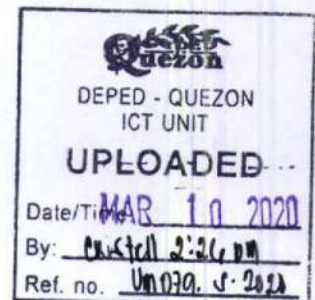
SUBJECT: Submission of Work and Financial Plan (WFP) and Program Proposal/Design

DATE : March 5, 2020

In line with the implementation of Division Annual Implementation Plan (AIP) 2020, all section heads and program proponents are advised to submit their Program Proposal/Design and WFP. All proposals/WFP covered by FY 2020 budget must be at the Office of the Schools Division Superintendent on or before **March 13, 2020**.

After the approval of WFP/Program Design/Proposal, one hard copy of such document shall be given to the Budget Section while the soft copy shall be uploaded thru <https://tinyurl.com/QUEZONWFP2020>.

Strict compliance with this Memorandum is desired.



Parmjdf03/05/2020

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