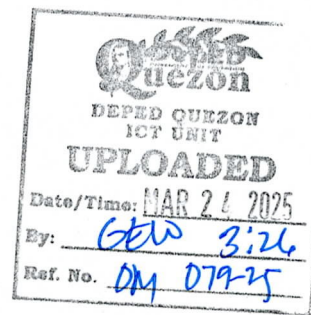




Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE



19 March 2025

OFFICE MEMORANDUM
 OM No. 079, s. 2025

**FIRST QUARTER STATUS OF WORK AND FINANCIAL PLAN IN PROGRAM
 MANAGEMENT INFORMATION SYSTEM (PMIS) FOR FY 2025**

To: Assistant Schools Division Superintendents
 Division Chiefs
 Unit/Section Heads
 Program Coordinators
 PMIS Core Team Members

In line with the full implementation of the Program Management Information System (PMIS) in this Office, as per DepEd Order No. 11, s. 2021, please be informed of the first-quarter status of the Work and Financial Plan (WFP) for FY 2025.

In this regard, all Functional Division Chiefs, Section Heads, Program Coordinators, and PMIS Coordinators are advised to update and take the necessary actions on this matter to prevent backlogs and mitigate the risk of non-compliance with DepEd Orders. Below is the status of the PMIS with the corresponding suggested actions:

WFP STATUS	NUMBER OF INCIDENCE			Actions to be Taken
	CID	OSDS	SGOD	
No WFP	4	1	4	Submit the signed WFP and copy furnish the PAR for submission to RO. Coordinate with PAR.
Updating of WFP	1			Submit the signed WFP and copy furnish the PAR for submission to RO. Coordinate with PAR.
WFP For Review		1	3	Submit the signed WFP and copy furnish the PAR for submission to RO. Coordinate with PAR.
WFP for Verification			1	Coordinate with PAR for follow-up with the Regional Office.
WFP Completed	5		5	Update and submit accomplishment report (1st Quarter) and Coordinate with SMME/PM.

DEPEDQUEZON-TM-SDS-04-010-005



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WFP STATUS	NUMBER OF INCIDENCE			Actions to be Taken
	CID	OSDS	SGOD	
Updating 1st Qtr. Plan Adjustment			1	Update and submit adjusted plan and accomplishment report (1st Quarter). Coordinate with PAR/SMME.

Source: PMIS as of March 19, 2025

It is expected that all WFPs, ARs, and ATCs in the system shall be updated on or before the conduct of the Program Implementation Review and Plan Adjustment.

Moreover, please be reminded of the updating of WFP 2026 Pre-Planning Outputs.

Furthermore, the **Division Calendar of Activities for FY 2025** (accessible via <https://tinyurl.com/QuezonCalendar2025>) must be updated to align with the declared activities in the Work and Financial Plan and Action Plan.

Strict compliance with this Memorandum is required.

ROMMEL C. BAUTISTA, CESO V
 Schools Division Superintendent

Pmtmjdf03/19/2025

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