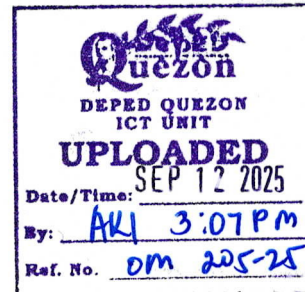




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



11 September 2025

OFFICE MEMORANDUM

OM No. 205, s. 2025

**URGENT REMINDER TO EXPEDITE UTILIZATION OF FUNDS
BEFORE NCA LAPSE ON SEPTEMBER 30, 2025**

To: Assistant Schools Division Superintendents
Division Chiefs – CID & SGOD
PPA Proponents
All Others Concerned

This is to remind all concerned that, pursuant to the existing guidelines of the Department of Budget and Management (DBM), specifically in accordance with the cash-based budgeting system under National Budget Circular (NBC) No. 595, s. 2025, all Notice of Cash Allocations (NCAs) issued for the quarter will lapse on September 30, 2025.

In this regard, all proponents are strongly urged to expedite the utilization of their allocated funds. It is imperative to closely monitor the implementation of your respective Programs, Projects, and Activities (PPAs) and to take immediate corrective actions to address any delays encountered and ensure that funds are used efficiently and exclusively for their intended purposes, in full compliance with existing budgeting, accounting, and auditing laws, rules, and regulations.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

Budcap09/11/2025

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Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164,
(042) 784-0391, (042) 784-0321



DepEdTayoQuezon



www.depedquezon.com.p



quezon@deped.gov.p