



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF EDUCATION**  
NATIONAL CAPITAL REGION  
**SCHOOLS DIVISION OFFICE – MARIKINA CITY**  
Shoe Ave., Sta. Elena, Marikina City  
+63 (02) 682-2472 / 682-3989 (CID) / 508-6113 (SGOD)  
<https://depedmarikina.ph> / (email) [sdo.marikina@deped.gov.ph](mailto:sdo.marikina@deped.gov.ph)



**OCT 27 2020**

**MEMORANDUM TO:**

OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors, SGOD and CID  
Elementary and Secondary School Principals  
Officers-in-Charge  
Public Schools Only


**ADDENDUM TO DIVISION MEMORANDUM NO. 079, S. 2020  
RE: GENERAL INSTRUCTIONS ON FY2021 POST PLANNING  
(PLANS AND BUDGET)**

Relative to the issued DM no. 079, s. 2020 dated October 23, 2020 entitled General Instructions on FY 2021 Post Planning (Plans and Budget), all school heads, SDO unit heads and section heads are invited to attend the virtual meeting on October 29, 2020, 2:00 PM – 5:00 PM, using google meet. Link shall be sent a day before the activity.

The agenda are the following:

1. DM No. 79, s. 2020 General Instructions on FY 2021 Post Planning and annexes A Planning Parameters and Annex B Cost Parameters.
2. Submission of School Improvement Plans 2019-2022 and Adjusted Annual Implementation Plans 2020-2021 aligned to BE-LCP
3. Updated School Report Card
4. Preparation for 2021 Budget Planning

Immediate and wide dissemination of this Memorandum is desired.

  
**SHERYLL T. GAYOLA**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent