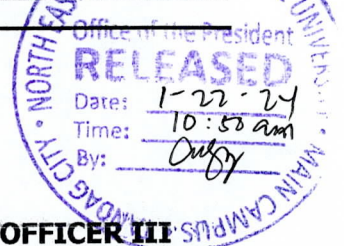




Republic of the Philippines
North Eastern Mindanao State University
Rosario, Tandag City, Surigao del Sur
8300 Telefax No. 086-214-4221
Website: www.nemsu.edu.ph



MEMORANDUM FROM THE OFFICE OF THE PRESIDENT
No. 01 - *CE*, s. 2024

TO : **SANDRA JESSA S. TRAJANO** - **BUDGET OFFICER III**
: **MR. HUSSEIN M. ALAWI** - **DIRECTOR-PLANNING**

FROM : SUC President III

SUBJECT : **ATTENDANCE TO THE FY 2025 REGIONAL BUDGET FORUM**

DATE : January 22, 2024

The office of the University President enjoins you to attend the FY 2025 Regional Budget Forum scheduled on January 30, 2024, from 12:00 NN- 4:00 PM at The Pavillion, Watergate, Butuan City.

The forum aims to present the guidelines in the preparation of the FY 2025 Budget Proposals as well as the RDC guidelines on agency budget proposal review.

Kindly confirm your attendance and register on the link below on or before January 29, 2024.

<https://forms.gle/XmCEbTXsRkT7epWc6>

For your information and strict compliance.

for: [Signature]
NEMESIO G. LOAYON, PhD
SUC President III



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGIONAL OFFICE NO. XIII (CARAGA), BUTUAN CITY

January 17, 2024

NEMESIO G. LOAYON, Ph D
SUC President III
North Eastern Mindanao State University (NEMSU)
Tandag City

DEPARTMENT OF BUDGET AND MANAGEMENT
REGIONAL OFFICE XIII

RELEASED
DATE: 17 JAN 2024 TIME: 10:13 Am
BY: 6

Dear **President Loayon**:

Greetings!

Pursuant to National Budget Memorandum (NBM) No. 149⁴ dated December 27, 2023, the Department of Budget and Management RO XIII together with the National Economic and Development Authority Caraga will conduct the **FY 2025 Regional Budget Forum** on January 30, 2024, 12:00 NN - 4:00 PM at The Pavilion at the Watergate, Butuan City.

The Forum aims to present the guidelines in the preparation of the FY 2025 Budget Proposals as well as the RDC guidelines on agency budget proposal review.

The agency is allocated three (3) slots to attend the Forum. Hence, this is to request your presence along with the Planning and Budget Officer/s of NEMSU.

Confirmation of attendance and submission of advance questions and concerns relative to the FY 2025 budget preparation activities is requested through this link, <https://forms.gle/XmCEbTXsRkT7epWc6>, on or before January 29, 2024 for a seamless and more productive discussion.

The Program of Activities is attached for reference.

Thank you.

Very truly yours,

MARIA FE D. JAGNA, CESO IV
Regional Director

⁴ National Budget Call for FY 2025



Republic of the Philippines
Caraga Region

FY 2025

Regional Budget Forum

30 JANUARY 2024 | 12 NN - 4 PM

**The Pavilion at Watergate
J. Rosales Avenue, Butuan City**

This serves as an invitation

PROGRAM OF ACTIVITIES

12:00 NN – 1:15 Registration

1:15 Invocation and National Anthem

Opening Remarks

Director Maria Fe D. Jagna, CESO IV

DBM Caraga

1:30 – 1:50 FY 2025 Budget Preparation, at a glance

DBM Caraga

1:50 – 2:10 Reminders in the Preparation of Budget Proposals
For inclusion in agency PS, MOOE, and CO budget

DBM Caraga

2:10 Health Break

2:15 – 2:35 Budget Preparation Forms and Instructions (Updates)

DBM Caraga

2:35 – 2:55 Submission Requirements and Budget Preparation Calendar

DBM Caraga

2:55 – 3:25 RDC Regional Review Guidelines on FY 2025 Agency/
SUC Budget Proposals

RDC Secretariat, NEDA Caraga

3:25 – 3:50 Open Forum

3:50 Closing Remarks

Director Priscilla R. Sonido, CESO III

NEDA Caraga

Emcee/Moderator: Ms. Charish Dore V. Baniel