



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

June 24, 2024

OFFICE MEMORANDUM

AD-2024- **327**

**CRAFTING OF THE WORK AND FINANCIAL PLAN FOR FY 2025 OF
THE ADMINISTRATIVE DIVISION**

To: Chief, Administrative Division
All Others Concerned

1. This Office, through the Administrative Division, shall conduct a one-day workshop on the Crafting of the Work and Financial Plan (WFP) for the Fiscal Year 2025 on June 26, 2024 at the Conference Room of the Administrative Division.
2. The activity aims to identify the deliverables and activities of the Office and ensure these are reflected in the WFP for fiscal year 2025 for funding requirement, if necessary.
3. The participants are the Chief, Supervising Administrative Officer and the Heads of the Units and Sections of the Administrative Division.
4. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO CESO IV
Regional Director 

AD-EEC

