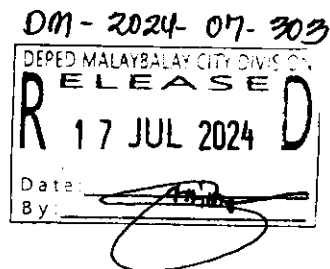




Republic of the Philippines  
**Department of Education**  
REGION X- NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY



**DIVISION MEMORANDUM**

No. 303 s. 2024

**TO : Assistant Schools Division Superintendent  
Public Schools District Supervisors  
School Heads  
All others concerned**

**FROM : CHERRY MAE L. LIMBACO - REYES  
Schools Division Superintendent**

**SUBJECT : PREPARATION AND SUBMISSION OF 2025 APP-CSE**

**DATE : July 11, 2024**

In compliance with Department of Budget and Management (DBM) Circular Letter Nos. 2011-6 and 2011-6-a dated 25 August 2011 and 28 September 2011, respectively, School Heads, Division, and Unit Heads are directed to prepare 2025 APP-CSE and submit it to the Property and Supply Unit on or before July 22, 2025.

School APP-CSE must be uploaded to the PhilGEPS using your account on or before July 31, 2024.

For strict compliance.

**TO BE POSTED IN THE WEBSITE**



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