



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Zamboanga Peninsula, Region IX  
**DIVISION OF ZAMBOANGA DEL NORTE**  
Dipolog City

RELEASED

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NAME / SIGNATURE  
06 SEP 2016

**DIVISION MEMORANDUM**

No. 313, s 2016

TO : **All District Supervisors/ High School Principals** •  
Province of Zamboanga del Norte

Attention : **All District Bookkeepers/Secondary Supply Custodian**  
Province of Zamboanga del Norte

FROM : **NATIVIDAD P. BAYUBAY, CESO VI** f  
Schools Division Superintendent

DATE : September 06, 2016

SUBJECT : **Submission of Annual Procurement Plan (APP) base  
on your respective District Project Procurement Management  
Plan (PPMP) for CY 2017 on or before September 20, 2016.**

Submit your respective Annual Procurement Plan base on your district Project Procurement Management Plan for Calendar Year 2017 address to the **Supply Officer, Division Office, Dipolog City** on or before the above mentioned date. All reports will be consolidated and will be forwarded immediately to the DepED Regional Office on Nov.15, 2016 for inclusion to the over-all Department's request for annual funding at the Department of Budget and Management (DBM) for CY 2017. Late reports will not be accommodated.

For more queries please call the Supply Officer, Cellpon # 09196845385 or you can visit the DepEd website ([www.DepEd.ph.gov](http://www.DepEd.ph.gov)).

Be guided accordingly.