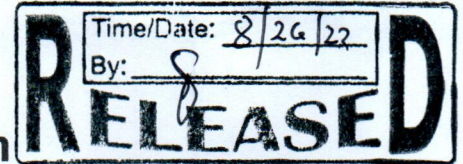




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



August 24, 2022

DIVISION MEMORANDUM

No. 382, S. 2021

**SUBMISSION OF THE 2023 ANNUAL PROCUREMENT PLAN – COMMON-
USE SUPPLIES AND EQUIPMENT AND NON-COMMON-USE SUPPLIES AND
EQUIPMENT**

To: All Public Schools District Supervisors
Public Schools Heads
Other Concerned

1. Relative to the Advisory of the Procurement Service – Department of Budget and Management (PS-DBM) on the submission of 2023 Annual Procurement Plan – Common-use Supplies and Equipment (APP-CSE), all school heads (Non-Implementing Units) are advised to submit their APP-CSE and APP-non-CSE to their respective bookkeepers for consolidation on or before September 9, 2022.
2. To facilitate accurate consolidation of the said report, please use the prescribed APP-CSE format to be downloaded from PS-DBM website <https://tinyurl.com/yvd8khcy> and prescribed APP-non CSE format to be downloaded from GPPB website <https://tinyurl.com/nkfur6ys>
3. For you information, guidance and compliance.

FEDERICO P. MARTIN, EdD, CeD, CESO V
Schools Division Superintendent



"DepEd SDO Baguio City: We Serve, We Care."

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