



Republic of the Philippines  
**Department of Education**  
REGION I

**SCHOOLS DIVISION OFFICE OF ALAMINOS CITY**

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**  
**DM-2021-234**

TO : Assistant Schools Division Superintendent  
Chief, Curriculum Implementation Division (CID)  
Chief, School Governance and Operations Division (SGOD)  
Heads of Public Elementary and Secondary Schools  
All Others Concerned

FROM : Office of the Schools Division Superintendent

SUBJECT : **SUBMISSION OF APP-CSE 2022**

DATE : July 27, 2021

1. As per advise of the Inter Agency Task Force on the Harmonization of National Government Performance Monitoring Information Systems ; Government Procurement Policy Board (GPPB); and the Procurement Service – Department of Budget and Management (PS-DBM), all government agencies must submit their Annual Procurement Plan – Common-use Supplies and Equipment (APP-CSE) for 2022 via the Virtual Store facility. The deadline of submission is on **August 31, 2021**.
2. Relative to this, all School Heads of Public Elementary and Secondary Schools are advised to submit their APP-CSE for 2022 via the Virtual Store and submit hardcopy of their APP-CSE 2022 at the Cash & Property office.
3. For immediate dissemination and strict compliance.

  
**LORNA G. BUGAYONG PhD, CESO V**  
Schools Division Superintendent

***With hundred reasons to serve!***



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