



Republic of the Philippines  
Department of Education  
National Capital Region  
**DIVISION OF CITY SCHOOLS**  
*Nueva Ecija St., Bago Bantay, Quezon City, Metro Manila*

August 12, 2009

MEMORANDUM TO:

**SECONDARY SCHOOL PRINCIPALS (with financial staff)**

Subject: **SUBMISSION OF SECONDARY SCHOOLS' AGENCY BUDGET  
MATRIX (ABM) FOR CY 2009**

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You are advised to submit a copy of your school's Agency Budget Matrix (ABM) for Calendar Year 2009, to Mr. Jose Edwin A. Duran, Acting Budget Officer, this Office, not later than August 14, 2009. Said papers are needed for the consolidation of your school's financial reports that will be prepared by the Budget Unit of this Office for submission to DepEd-NCR.

For strict compliance.

  
**VICTORIA Q. FUENTES**  
Schools Division Superintendent