

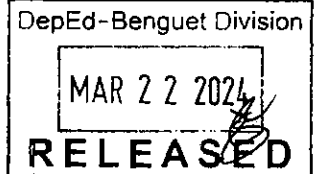


Republic of the Philippines  
**Department of Education**  
**Schools Division of Benguet**

March 22, 2024

**DIVISION MEMORANDUM**

No. 103 s., 2024



**CY 2024 FIRST QUARTER CONFERENCE OF FINANCE PERSONNEL**

**TO:** Public Schools District Supervisors/Public Schools District In-charge  
School Heads  
Administrative Officers II  
Administrative Assistants III and II  
All Others Concerned

1. To ensure quality, efficient and effective program implementation and service delivery aligned with the DepEd's agenda on MATATAG, this office enjoins all identified participants (*Enclosure 1*) to attend the one-day conference/workshop on March 26, 2024 at Dap-ayan Restaurant, Pico, La Trinidad, Benguet.
2. This activity aims to discuss the Audit Observation Memoranda issued by COA for CY 2023; give updates on the Documentary Requirements for Common Government Transactions; reconcile balances of MOOE allotments and cash advances; and provide avenue for discussing financial report issues/concerns and identifying solutions to these concerns.
3. Meals shall be provided chargeable against the SDO MOOE while travel expenses shall be charged against available local funds subject to usual budgeting, accounting and auditing rules and regulations.
4. For information and guidance.

**SALLY L. BANAKEN - ULLALIM CESO V**  
Schools Division Superintendent

For the Schools Division Superintendent:

**SAMUEL T. EGSAEN JR. EdD, CESO VI**  
Assistant Schools Division Superintendent



Republic of the Philippines  
**Department of Education**  
**Schools Division of Benguet**

*Enclosure 1 (List of participants)*

Fatima Magsiano	Vianney A. Ablayan
Delailah Tawa	Maricel L. Lisayen
Lusila L. Cagas	Irene L. Bucasan
Grayza L. Dalgis	Sherwin Pladio
Leona Laita	Julia Domanas
Rodnie L. Benny	Monalie P. Cacatian
Marilou M. Sierra	Dandy L. Feliciano
John S. Billiones	Edmund Ducusin
Freddie Cuidno	Wilma A. Canño
Jackery Lin Pa-ay	Daizee Mae B. Mino
Rose Marie Payangdo	Emily Begseng
Janet A. Catubag	Jeralyn C. Batil
Wilner A. Pala-og	Mhae U. Gay-as
Wilma C. Damilo	Jenny Kymberly Lee Dosdos
Loida Boaging	Jeoben Agnaonao
Junas C. Minas	Isabel E. Afidchao
Carlo Jay G. Diase	Cherrylyn B. Embes
Crizalyn Mae S. Asiong	Julius Dig-o
Claire A. Lictag	Noeme A. Melecio
Jean Caoili Kimbes	Alpha Mae Pongdad
Faithlyn Jill B. Pino	Jess Arais
Hanson G. Cos-eg	Elsie T. Paulan
Joana Marie B. Colas	Carla Dimas
Ruth S. Incio	Ferlyn Mae Pilas
Wilma Joy B. Magciano	Lorna Gorio
Jemima Boac	Lilia A. Wales
Kyra Tope Kingay	Maebelyn V. Awkit
Jhaynel P. Dirik	Melody Guillao
Jenalyn Cura	Teresita Santos
Joan Tungpalan	Lydia Tadios
Brima Sagayo	Rommel Velasco
Anabelle B. Dumasing	Clarence Busento
Kylyn B. Saliw-an	Jemima Bantiles
Angela Calong	Libina Sarac
Shanaia Atiwen	Kezel Bilayan
Chilie C. Pagui-en	Kristy Ann Ma-anao
Roxanne T. Sacpa	Errol Alico
Fherlyn S. Balancia	Liezl Lupante
Hydra Gay-as	Twinkle Asudera
Carol M. Bumakil	Heidi A. Alvarez
Ronald Allan M. Aringay	Precious Baniwas
Angelica P. Wakat	Jonalyn Gapad
Jonavy Agpawa	Mercy Pangesfan
Araceli P. Galasgas	Geraldine Concepcion
Edrine Jae Del-isen	Marciano P. Marcos
Jonalyn Gayaso	Grace Bawing
Janry Polon	Kimberly Parian
Florinda C. Pagoy	Jayson Battateng
Florabel E. Buclay	Clyde Lyn Laking
Claire May Fagsao	Beverly Marzo
Francisca Aroco	Tricia Camille G. Ca-asi
Chiqui Anne T. Montes	