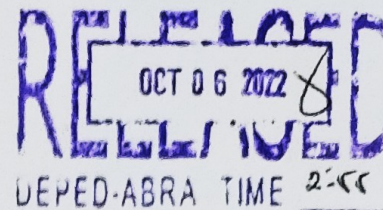




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF ABRA



October 3, 2022

Division Memorandum
No. 270, s. 2022

**BI-MONTHLY MEETING FOR ACCOUNTING SENIOR BOOKKEEPERS
AND DISBURSING OFFICERS FOR OCTOBER 2022**

To: **Accountant III
SDO-based Administrative Assistants II & III from the Finance Section
School-based Senior Bookkeepers & Disbursing Officers**

1. In carrying out the duties and responsibilities of the Finance Section to organize and conduct activities that would capacitate and provide updates to school-based Senior Bookkeepers and Disbursing Officers in the preparation of financial reports of schools, please be informed that there will be a **Bi-Monthly Meeting for Accounting Senior Bookkeepers and Disbursing Officers for OCTOBER 2022 on OCTOBER 11, 2022 (08:00 AM to 12:00 PM)**.
2. The objectives of this activity are as follows:
 - a) to provide timely updates to all participants on financial matters and to discuss financial issues and concerns from schools;
 - b) to ensure the timely submission of financial reports such as Liquidation Reports of Cash Advances and Bank Reconciliation Statements (BRS); and
 - c) to discuss other matters relative to finance.
3. The participants of this activity are the following:
 - a) Accountant III and
 - b) All SDO-based and school-based senior bookkeepers and disbursing officers from the Finance Section
Please see attached list of participants.
4. The venue of this activity shall be at Bangued West Central School Covered Court.
5. Snack expenses in the conduct of this activity shall be charged from Division MOOE Fund subject to usual budgeting, accounting and auditing rules and regulations. A snack will be provided to all participants. Travel expenses of school-based personnel shall be charged from their respective school MOOE fund.

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Address: Actividad-Economia St., Zone 2 (Consiliman), Bangued, Abra
Telephone Nos.: (074) 614-6918
Email Address: abra@deped.gov.ph
Website: <http://www.depedabra.com>



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6. Health protocols and all precautionary measures of Covid-19 from the DOH and IATF will be strictly observed before, during and after the conduct of this activity. Social distancing, wearing of facemask, hand washing and disinfection should be done.
7. All participants are required to attend to this activity. Justification letter shall be submitted from those who cannot attend. Wide dissemination and strict compliance with this memorandum is hereby requested.


BENILDA M. DAYTACA, EdD CESO V
Schools Division Superintendent

Enc./s: List of Participants
CSBolante-OSDS-Finance



LIST OF PARTICIPANTS**BI-MONTHLY MEETING FOR ACCOUNTING SENIOR BOOKKEEPERS
AND DISBURSING OFFICERS FOR OCTOBER 2022**

DISTRICT	ADAS III	ADAS II
Baay-Licuan District	WINI JELLY M. MACARAEG	MARICRIS BENZON
	ROEL JHUN B. TANGBAOAN	MARINEL C. TIMBREZA
Bangued District	BONIGEL A. BERNAL	CARLOS B. BARGAS JR.
	ARIANE B. GAMBITO	
	FROYLAN B. ADAME	EDWIN B. BENABESE
	ANGEL E. PADRE	
Boliney District	HERSHEY M. VALENTINO	LICEL WISCO
Bucay District	SALVADOR FRANCISCO B. BRINGAS	LENIDA A. TABERDO
	JENNIFER B. ALOY	WILMA M. VIADO
Bucloc District	DESERIE F. PADERES	CHRISTITA D. ZABALLERO
Daguoman District	FRANCES ARIANNE M. MUNAR	
Danglas District	MACAMTAR G. DALANGIN	JOE ANN B. BRAGAS
Dolores District	DANILO T. BUENAFE, JR.	MAY IZCON P. CABUNOC
	BEA ALISTAIR G. REYES	
La Paz District	FLORO D. CASTRO	LORNA H. BERONILLA
	DIVINE GRACE Q. TUAZON	
Lacub District	ROCKY JAMES M. MANZANO	GENEFER E. BAÑEZ
Lagangilang District	CECILLE B. FILARCA	JANSEN RHEY T. CABAÑERO
	CLARITA L. VISTE	
Lagayan District	ELIZABETH P. PASCUA	AMADOR G. BAGA JR.
Langiden District	KARYLL MAE C. BIGORNIA	ERWIN M. BERGONIA
Luba-Tubo District	ROXANNE DIANA A. BISCARRA	DERNA A. GAYYED
	JENALYN D. DAVIS	
	RONALD G. INGO	
Malibcong District	SHERTON WILLIAM L. BALMACEDA	GEMMA C. PISCO
	JESSIECA S. BARCENA	
Manabo District	JUSTINE RICA S. RACSA	JULIE ANGELICA B. ULIBAS
Peñarrubia District	MAPET ROSE C. BARGAS	MARIET R. PATARAY
Pidigan District	ROMEO M. PARIÑAS	ROYCE ANNE G. SIBAL
	MARLOW A. BRAGAS	

LIST OF PARTICIPANTS

BI-MONTHLY MEETING FOR ACCOUNTING SENIOR BOOKKEEPERS AND DISBURSING OFFICERS FOR OCTOBER 2022

Pilar District	MAURICE A. DELA ROSA	LEONIDA C. ABELLA
	MARIONETTE F. JOVELO	
Sallapadan District	HIYASMEN A. MARDO	KATHERINE Q. TENEBRO
	DEZABELLE C. GASMEN	
San Isidro District	JAY JAY T. BUENAFE	JUSTICE JOYCE V. BRILLANTES
San Juan District	BETTY Z. CABANAOAN	OICA C. LAURETA
	MAY FLOR T. SANCHEZ	
San Quintin District	EDDIE BOY G. APOLINAR	KAREN MIROFE A. CARIÑO
Tayum District	IMELDA T. BUENA	GICEL T. CABANISAN
Tineg District	ALONA S. BERMILLO	VACANT
	BRENDA B. CIERVO	
Tubo District	JULI-AN B. TUMALIP	SHERMAN D. CABANDAY
	QUISHELLE G. DAKIWAS	
Villaviciosa District	ZORAIDA V. SHARIEF	ETHEL JANE V. MALANA
SECONDARY	ELAINE G. MERCADO	MARK MOISES TA-A
	DENNIS T. DUPO	CHERRY B. AVERO
	CRESENCIA B. TUMBAGA	VILMA FIGARES
	MARISSA G. BOBILES	MARIVEL A. NATIVIDAD
	PABILLANO, GEREX B.	MARIBEL REGULACION
	COLLADO, RIZANNE C.	ALLAN A. BORILLO
	GALLARDO, MARLOWE R.	JESLEY PAT M. BARBERO
	GUZMAN, JOEY A.	ADLAI ROBIN A. GONZALES
	BLAZA, JULIUS B.	ERIC G. AQUINO
	VACANT	MARICHU B. BELMES
	TAMAYO, ESTHER R.	RYAN T. BRIOSO
	PRINCER, JUMAR T.	CEDRIC RED B. BALMACEDA
SDO-BASED	BOLANTE, CELIA S.	
	ALCOS, MARIA FE B.	
	BERMUDEZ, ANGELICA P.	
	GALLARDO, NORVHEE JOY B.	
	PACLEBA, MAYBEL AIZA P.	
	PRINCER, AGNEDA T.	
	SALAZAR, OROSIA ARNOLDA LIWLIWA R.	
VALERA, SONNY BOY A.		