



Bepartment of Education



CORDILLERA ADMINISTRATIVE REGION SCHOOLS DIVISION OF ABRA

August 02, 2023

DIVISION MEMORANDUM No. **299**, s. 2023

TO: NEWLY HIRED ADAS III & ADAS II NEW SCHOOL HEADS ALL CONCERNED PERSONNEL

ONBOARDING OF NEWLY HIRED ADAS III & II WITH NEWLY APPOINTED SCHOOL HEADS

- To ensure that the newly hired non-teaching personnel (ADAS II and ADAS III) and the newly appointed School Heads acquire knowledge to become effective in the performance of their functions on financial matters an onboarding will be conducted on August 9, 2023 at the SDO Conference Hall Third Floor, Bangued, Abra.
- The objectives of this activity are as follows:

To discuss the respective duties and responsibilities of the participants

- b. To provide orientation on the procedural guidelines of COA, DBM and DepEd Joint Circular No. 2019-1 entitled Management of Cash Advances and Other Operating Expenses (MOOE) and Program Support Funds".to DepEd Non-Implementing Units (Non-IUs) for School Maintenance.
- To orient the participants the provision of DepEd Order 008 s. 2019
- d. To conduct workshop on accounting process and
- To familiarized relevant forms to be used in the proper management of cash advances.
- The participants of this activity please refer to Enclosure A
- The participants are requested to bring with them the following:
 - a. Laptop
 - b. Wi-Fi modems
 - c. Extension wire
- Expenses relative to the provision of meals and snacks in the conduct of this activity
 shall be charged from Division HRTD Fund while traveling expenses will be charge
 to their respective school MOOE Fund subject to usual accounting and COA rules
 and regulations.
- 6. Wide dissemination and strict compliance with this memorandum is hereby requested.

AMADOR D. GARCIA SR., PhD, CESO VI Schools Division Superintendent

Enc./s: References: CSBolante-OSDS-Finance

1 June

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



"Sustain Integrity, Lead, and Nurture Abrenios for Greater accomplishment."



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ORIENTATION AND ONBOARDING OF NEWLY HIRED ADAS II, ADAS III AND NEWLY APPOINTED SCHOOL HEADS August 9, 2023

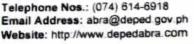
SCHOOL HEADS

HOOL HEADS	
1. BERNADETTE B. MOYRONG	HEAD TEACHER II
2. CHERREL M. DELA PAZ	HEAD TEACHER III
3. CRISTINE B. GANDEZA	HEAD TEACHER III
4. DELFIN B. BLANDO	SCHOOL PRINCIPAL I
5. GAVINO A. CAWING	HEAD TEACHER I
6. HECTOR S. LOPEZ	SCHOOL PRINCIPAL II
7. JOSEPHINE S. TOLENTINO	HEAD TEACHER III
8. JUN-JUN B. CORTEL	HEAD TEACHER I
9. LINDA JOY B. SABOY	HEAD TEACHER I
10. MARISOL REYES	HEAD TEACHER I
11. MARVIN V. BEROÑA	HEAD TEACHER I
12. MELODY P. GUMBAN	HEAD TEACHER II
13. NORA V. BUGASTO	HEAD TEACHER II
14. NORALYN C. PADILLA	HEAD TEACHER I
15. RAY B. ABANILLA	HEAD TEACHER II
16. RICKY D. MANUEL	SCHOOL PRINCIPAL I
17. ROMMELYN AGNES D. ALAGAO	HEAD TEACHER I
18. SALAKNIB B. DANGGALAN	HEAD TEACHER I
19, SUSAN A. MINA	SCHOOL PRINCIPAL I
20. WILFREDO M. GANDEZA	SCHOOL PRINCIPAL I

ADAS III

JAS III	
1. CHAYTE LAWRENCE B. BODOÑA	ADAS III
2. FRANCES MELANIE B. DAMIAN	ADAS III
3. HERNAND B. LUMAWIG	ADAS III
4. IMELDA V. BALICAO	ADAS III
5. JONATHAN R. PINTO	ADAS III
6. KEITH CATHY REIN L. ANIOAY	ADAS III
7. LUCKY FAITH F. AL-KHOLIFI	ADAS III
8. MARIBEL T. REGULACION	ADAS III
9. MARICEL T. SEMANERO	ADAS III
10. OLIVIA B. SABOY	ADAS III
11. PIA ODESSA B. WANGDISAN	ADAS III
12. RONALD T. DIGA	ADAS III
13. ZOREN KIERKE GARD L. PRINCEI	R ADAS III

Address: Actividad-Economia St., Zone 2 (Consiliman). Bangued Abra







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ADAS II

1. ARNOLD P. CABAYA	ADAS II
2. CHRISTMALYN L. UNAGAN	ADAS II
3. DIANA ROSE R. BOBITA	ADAS II
4. ELSA A. TUZON	ADAS II
5. GLORIA D. OYAOEN	ADAS II
6. JILLIAN MAE M. BABILA	ADAS II
7. LIZA A. SORIANO	ADAS II
8. MARICAR B. DOCALLAS	ADAS II
9. MILLICENT S. CABANILLA	ADAS II
10. PRINCESS MAE T. ALDACA	ADAS II
11. ROSEMARIE M. TULLAS	ADAS II
12 ANGEL A NEILSON	ADAS II

RESOURCE PERSONS

- ELMER V. BATONDO AO V BUDGET OFFICER
- CELIA S. BOLANTE, CPA ACCOUNTANT III
- ANGELICA P. BERMUDEZ AO II.
- 4. ELAINE G. MERCADO- ADAS III
- 5. JUSTICE JOYCE B. BARBERO-ADAS II

EVALUATORS

- 1. HRD-EDEN T. ADRIATICO SEPS
- 2. RYN WALTER A. PAA EPS II

TECHNICAL WORKING GROUP

CHAIRMAN: MARIA FE B. ALCOS-ADAS III
CO-CHAIRMAN: JULIUS B. BLAZA- ADAS III
MEMBER: RENATO V. BLANDO II- ADAS II

