



Republic of the Philippines  
Department of Education  
Region X- Northern Mindanao  
**DIVISION OF MISAMIS ORIENTAL**  
Del Pilar corner Don A. Velez Street  
Cagayan de Oro City 9000



## DIVISION MEMORANDUM

April 21, 2017

**TO:** Division Office Finance and Personnel Staff

Senior High School ADAS II & AO II (Newly Hired)

BURLAT, EDA KAREEN C.  
ECHAVEZ, M. GRACE Q.  
RAGRAG, CORAZON O.  
LAGAS, CHERRY JEAN D.  
ASPRIL, MARIETTA T.  
HAMBRE, ERNESA M.  
UDARBE, M. CORAZON L.  
BAYLIN, JOY AMOR A.  
PAHUNANG, BEBELYN M.

ACEDO, MA. CECILIA D.  
BALOYOS, ANNALYN F.  
CAPITO, HAROLD MAE A.  
CUETO, PINKY T.  
DAGUIMOL, DENY WRAY C.  
FLORES, MATILDE D.  
GALARPE, KRISTOFFER C.  
HAMBRE, MARLYN B.  
JO, JOEL T.  
NAVARRO, JAY Q.  
ORIMACO, NESLY G.  
SALON, MA. FLORITA O.  
TAGANAS, JULIET C.  
VILLADORES, DALE V. C.

ARIASA, JENNIFER C.  
BALA, MILJUDE B.  
CABLAY, NIÑO JOMAR S.  
CAGAS, GIL V.  
CANOY, JEMROD R.  
DAHANG, MERLINA R.  
OGUIMAS, MELODY B.  
IMAN, MARICAR M.  
JOSON, JUNALENE B.  
MAGDUGO, SHAYNE Y. B.  
MEJOS, BERNABE C., JR.  
OPISO, ELMERLE A.  
QUEZON, FELY R.  
RAMOSO, RICKY M.  
SALVAÑA, LUDMILLA D.  
SANDOVAL, MICHAEL E.  
ZULUETA, JENNIFER G.

**SUBJECT: REGULAR FINANCE SERVICE MEETING**

1. You are hereby directed to attend the Regular Finance Service Meeting on April 24, 2017 at 1:00PM. The venue shall be at Division Office Conference Hall, Pelaez Sports Center, Cagayan de Oro City.
2. Important agenda are the following:
  - a. Preparation & Processing of Mid-Year Bonus 2017
  - b. MOOE Liquidation New Assignments
  - c. IPCRF 2016
  - d. Budget & Accounting Issues & Concerns
3. Travel expenses and incidental expenses for the field personnel shall be charged against School MOOE Funds while venue and food shall be charged against Division MOOE funds subject to the usual budgeting, accounting and auditing procedures, rules and regulations.
4. For strict compliance.

**CHERRY MAE L. LIMBACO, Ph.D., CESO V**  
Schools Division Superintendent



#LEVELUPANGPANGARAP

SOAR  MISOR