



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

DIVISION MEMORANDUM

No. 157 s. 2023

May 29, 2023

ONE-TIME RICE ASSISTANCE (OTRA) GRANT

To: Assistant Schools Division Superintendent
Chief, Functional Division
Office/Unit Heads
District Supervisor/District-In-Charge
School Heads of Elementary and Secondary Schools
All Concerned

1. This Office would like to inform the field that the grant for One-Time Rice Assistance (OTRA) pursuant to Administrative Order No. 2 dated December 16, 2022, is now ready for release to qualified beneficiaries;
2. Relative thereto, this Office hereby designates Focal Person/Representative for each District/Office to transact with National Food Authority (NFA) and undertake rice withdrawal in behalf of qualified employees per submitted Master List (*Please see the attached list and schedule*);
3. The rice withdrawal shall be in the **NFA warehouse in Brgy. Dancalan, Bobon, Northern Samar** for Division Office/towns/district in the First Congressional District and **NFA warehouse in Brgy. Rawis, Laoang, Northern Samar** for towns/districts in the Second Congressional District;
4. The Focal Person or Representative shall present and submit the following documents during the rice allocation withdrawal:
 - a. Special Power of Attorney (SPA) authorizing the designated Focal Person or Representative;
 - b. Photocopy of a Government issued ID of the Focal Person or Representative;
 - c. Acknowledgement Receipt (AR)-Annex B;
 - d. Pro-forma Masterlist of Employee-Beneficiaries signed by Head of Office



Mabini St., Brgy. Acacia, Catarman, 6400, Northern Samar
Telefax: (055) 500 9801
Email: northernsamar@deped.gov.ph
Division Official Website: <https://northernsamar.deped.gov.ph>



The above-mentioned documents, except for Government issued IDs, are already available at the Division Office. Please contact Jocelyn I. Acebuche, Division Planning Officer for more information.

5. The Focal Person/Representative is advised to bring a vehicle for the transportation of the rice allocation from the warehouse to the respective district;
6. The Focal Person/Representative may coordinate/ask help from the LGU or other stakeholders for the provision of vehicle; and
7. Immediate dissemination of and compliance with this Memorandum is directed.


GAUDENCIO C. ALJIBE, JR, PhD, CESO VI
OIC-Schools Division Superintendent

RELEASED

AP 5-21-13 4:30



Republic of the Philippines
Department of Education
REGION VIII
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Schedule for Distribution of One-Time Rice Assistance (OTRA)

FIRST (1ST) DISTRICT OF NORTHERN SAMAR

| Date | Time | District | Official Representative | Warehouse |
|---------------|-----------|-----------------|-------------------------|-----------|
| May 31, 2023 | 8:00 AM | Allen I | Denmark M. Fernandez | Bobon |
| | | Allen II | Pedro S. Vargas | Bobon |
| | | Division Office | Atty. Vergel Buna | Bobon |
| | 10:00 AM | Bobon | Allan Acedera | Bobon |
| | | Catarman I | Francisco Botaire, Jr | Bobon |
| | | Catarman II | Marlo T. Longcop | Bobon |
| June 01, 2023 | 1:00 PM | Catarman III | Ruth B. Capas | Bobon |
| | | Catarman IV | Mary Jane Aguirre | Bobon |
| | | Catarman V | Arnio L. Saludario | Bobon |
| | 3:00 PM | Catarman VI | Marivic Estavillo | Bobon |
| | | Lavezares I | Agustin Estinopo | Bobon |
| | | Lavezares II | Eleanor Bido | Bobon |
| June 01, 2023 | 8:00 A.M. | Lope De Vega | Arnoldo Rosales | Bobon |
| | | Mondragon I | Nimfa Magpayo | Bobon |
| | 10:00 AM | Mondragon II | Brenda Villadolid | Bobon |
| | | Mondragon III | Venus Malobago | Bobon |



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| | | | | |
|---------------|----------|---------------|-------------------|-------|
| | | Rosario | Erma Parina | Bobon |
| | | San Isidro I | Gigi Cabullo | Bobon |
| | | San Isidro II | Geana S. Lingling | Bobon |
| | | San Jose | Racquel Perfas | Bobon |
| June 02, 2023 | 8:00 AM | Victoria | Leonor Salor | Bobon |
| | | San Vicente | Petronilo Panis | Bobon |
| | 10:00 AM | Biri | Elena Flores | Bobon |
| | | San Antonio | Joel Salor | Bobon |
| | | Capul | Maribel Formaran | Bobon |



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Schedule for Distribution of One-Time Rice Assistance (OTRA)

SECOND (2nd) DISTRICT OF NORTHERN SAMAR

| Date | Time | District | Official Representative | Warehouse |
|---------------|-------------|------------------|-------------------------|---------------|
| May 31, 2023 | 8:00 AM | Catubig I | Carlos Balanquit | Rawis, Laoang |
| | | Catubig II | Marlon De Asis | Rawis, Laoang |
| | | Catubig III | Dionesio S. Nueva | Rawis, Laoang |
| | 10:00 AM | Laoang I | Epigenia Po | Rawis, Laoang |
| | | Laoang II | Lucio Lobos | Rawis, Laoang |
| 1:00 PM | | Laoang III | Silvano Pinca | Rawis, Laoang |
| | Laoang IV | Edilberto Poso | Rawis, Laoang | |
| | Laoang V | Jeanette Cerbito | Rawis, Laoang | |
| June 01, 2023 | 3:00 PM | Las Navas I | Marites C. Mahinay | Rawis, Laoang |
| | | Las Navas II | Alma Solayao | Rawis, Laoang |
| | | Las Navas III | Nestor Ada | Rawis, Laoang |
| | 8:00 A.M. | San Roque | Esther O. Dela Cruz | Rawis, Laoang |
| | | 10:00 AM | Lapinig | Liza B. Engo |
| Gamay I | | | Rico Baladad | Rawis, Laoang |
| Gamay II | Mario Nasam | | Rawis, Laoang | |



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| | | | | |
|---------------|----------|---------------|-----------------------|---------------|
| | 1:00 P.M | Mapanas | Marialita P. Orio | Rawis, Laoang |
| | | Palapag I | Rolando E. Gorembalem | Rawis, Laoang |
| | 3:00 PM | Palapag II | Roberto T. Galono | Rawis, Laoang |
| | | Palapag III | Meriam C. Reyes | Rawis, Laoang |
| June 02, 2023 | 8:00 AM | Pambujan I | Rosalyn Sosing | Rawis, Laoang |
| | | Pambujan II | Geroldo S. Lobos | Rawis, Laoang |
| | | Silvino Lubos | Zoraida Bolosan | Rawis, Laoang |



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