

Department of Education

REGION VIII SCHOOLS DIVISION OF NORTHERN SAMAR

DIVISION MEMORANDUM No. ______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

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Division Official Website: https://northernsamar.deped.gov.ph

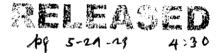


The above-mentioned documents, except for Government issued IDs, are already available at the Division Office. Please contact Jocelyn I. Acebuche, Division Planning Officer for more information.

- 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





Department of Education

REGION VIII SCHOOLS DIVISION OF NORTHERN SAMAR

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
	1:00 PM	Catarman II	Marlo T. Longcop	Bobon
		Catarman III	Ruth B. Capas	Bobon
	3:00 PM	Catarman IV	Mary Jane Aguirre	Bobon
		Catarman V	Arnio L. Saludario	Bobon
		Catarman VI	Marivic Estavillo	Bobon
June 01, 2023	8:00 A.M.	Lavezares I	Agustin Estinopo	Bobon
		Lavezares II	Eleanor Bido	Bobon
		Lope De Vega	Arnoldo Rosales	Bobon
	10:00 AM	Mondragon I	Nimfa Magpayo	Bobon
		Mondragon II	Brenda Villadolid	Bobon
	1:00 PM	Mondragon III	Venus Malobago	Bobon







Department of Education

REGION VIII SCHOOLS DIVISION OF NORTHERN SAMAR

		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







Department of Education

REGION VIII SCHOOLS DIVISION OF NORTHERN SAMAR

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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
	3:00 PM	Las Navas I	Marites C. Mahinay	Rawis, Laoang
		Las Navas II	Alma Solayao	Rawis, Laoang
June 01, 2023	8:00 A.M.	Las Navas III	Nestor Ada	Rawis, Laoang
		San Roque	Esther O. Dela Cruz	Rawis, Laoang
	10:00 AM	Lapinig	Liza B. Engo	Rawis, Laoang
		Gamay I	Rico Baladad	Rawis, Laoang
		Gamay II	Mario Nasam	Rawis, Laoang







Department of Education

REGION VIII SCHOOLS DIVISION OF NORTHERN SAMAR

	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



