



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

May 21, 2024

DIVISION MEMORANDUM
No. 158, s. 2024

**CONDUCT OF WORKSHOP ON LIQUIDATION OF MOOE AND OTHER FUNDS
CUM QUARTERLY MEETING WITH ADAS II AND ADAS III**

To: District/School ADAS II & III
All Finance Personnel
All Others Concerned

1. Pursuant to **DepEd Order 008, s. 2019** (Revised Implementing Guidelines on the Direct Release, Monitoring and Reporting of MOOE Allocation of Schools, Including Other Funds Managed by Schools) and other MOOE guidelines, a meeting with the District/School ADAS II and ADAS III shall be conducted on June 20-21, 2024 (8:00 AM-5:00 PM) at the venue to be announced later.
2. This activity aims to:
 1. Present the Status of MOOE Downloading and Liquidation per District for the 1st and 2nd Quarter of 2024.
 2. Present the Top 10 Districts with 100% submission of Liquidation Report and Cash Advance for the 1st and 2nd Quarter of 2024.
 3. Identify the Best Practices of each district in terms of early submission of liquidation report and cash advance.
 4. Adopt a unified forms and templates based on GAM.
 5. Conduct a workshop on liquidation report, process and process flow.
 6. Other updates.
3. Participants to this activity are ADAS II and ADAS III handling MOOE Liquidation Report (*See attached list of participants*).
4. Travelling expenses incurred by the participants shall be charged against School MOOE subject to the usual accounting and auditing rules and regulations.
5. This memorandum shall serve as Travel Order of the participants.
6. Wide dissemination of this Memorandum is desired.


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



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Enclosure No. 1 to DM No. 158, s. 2024

LIST OF PARTICIPANTS

DAY 1 (June 20, 2024)

NO.	NAME	POSITION	SCHOOL/DISTRICT
1	ROY V GASPAR	ADAS III	CATARMAN V
2	NIMROD ESPAÑO	ADAS II	CAPUL
3	ARVIN A. VETONIO	ADAS III	SAN ANTONIO
4	RUTH G. CARIÑO	ADAS III	SAN ISIDRO I
5	MARY ROSE C. ELA	ADAS II	SAN ISIDRO I
6	MARILYN ANZANO	ADAS III	SAN ISIDRO NHS (JHS)
7	ALMA S. PADIN	ADAS II	SAN ISIDRO NHS (SHS)
8	HASMINA G. VILLANUEVA	ADAS III	SAN ISIDRO II
9	MARCELINO C. MUNCADA	ADAS III	ALEGRIA NHS
10	YONILYN V. TULLE	ADAS II	ALEGRIA NHS (JHS)
11	ROMAR R. NALAZON	ADAS II	ALEGRIA NHS (SHS)
12	SAMANTHA S. DAFFON	ADAS III	VICTORIA
13	ROSE ANN S. CABAUG	ADAS III	VICTORIA NHS (JHS)
14	MENFIE T. TAN	ADAS II	VICTORIA NHS (JHS)
15	PUBLIO R. MILLANO JR.	ADAS II	VICTORIA SASHS
16	MARBEN ARGENIO	ADAS III	ALLEN I
17	JANICE GALLEGO	ADAS II	ALLEN I
18	MARICEL SIERVO	ADAS II	NENITA CS
19	RAIZA L. MORALLOS	ADAS II	ALLEN II
20	PAUL G. VISAYA	ADAS III	BIRI
21	MARIE GRACE E. SUAN	ADAS II	ROSARIO NHS
22	SISINIA PALANDO	ADAS II	LOPE DE VEGA NHS
23	ROLIZA G. CASALJAY	ADAS II	BIRI NHS
24	CECILIO P. TINGKINGCO JR.	ADAS III	LAVEZARES I
25	LEONARD C. ESCALANTE	ADAS II	LAVEZARES I
26	ROMEL F. LIM	ADAS III	LAVEZARES II
27	JAN JAN R. BESARINO	ADAS II	LAVEZARES II
28	RUEL E. MADULID	ADAS III	ROSARIO
29	ALFREDO TOBES	ADAS II	ROSARIO NHS
30	CHARMAINE U. BONABON	ADAS III	SAN JOSE
31	KEZIAH JULIENNE MAGDARAOG	ADAS II	SAN JOSE
32	CRISSIAN G. BUENAVENTURA	ADAS III	BOBON
33	CHRISTOPHER M. YRUMA	ADAS II	BOBON
34	WENA FE D. CELESPARA	ADAS III	ACEREDA IS
35	BELLA B. TRAJE	ADAS III	CATARMAN I
36	RICARDO P. PIAZA	ADAS II	CATARMAN I
37	MARY ROSE R. ORTEGO	ADAS III	CATARMAN II
38	ROBERTO PIAZA	ADAS II	CATARMAN II
39	MYLENE A. FLANDEZ	ADAS III	CATARMAN III



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Department of Education

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SCHOOLS DIVISION OF NORTHERN SAMAR

40	PERLITA A. CAPAWING	ADAS II	CATARMAN III
41	JONALYN DOLORZO	ADAS III	CAWAYAN NHS
42	SILVINO D. SALAZAR	ADAS II	WASHINGTON NHS
43	MARISSA SALUDARIO	ADAS III	CATARMAN IV
44	VILMA S. CUANICO	ADAS II	CATARMAN V
45	RUBY L. ALERIA	ADAS II	RLUNHS
46	SUSAN NOBLEZA		CATARMAN VI
47	ALGIN DULZA	ADAS II	CATARMAN VI
48	NENIO DELORINO	ADAS III	POLANGI NHS
49	JONNEL B. NOCIETE	ADAS III	F. DOMINICE NHS
50	MIGUEL D. GALLANO	ADAS II	POLANGI NHS
51	SHALA GORDA	ADAS III	LOPE DE VEGA
52	MARQUILO PAREDES	ADAS II	LOPE DE VEGA
53	CATHERINE Q. REMPILLO	ADAS III	LOPE DE VEGA NHS
54	MARISSA H. CAGRO	ADAS III	MONDRAGON I
55	ANGEL F. ECHALUCE	ADAS II	MONDRAGON I
56	AMY P. CONGE	ADAS III	L AMIGO NHS
57	MYLENE A. DIAZ	ADAS II	L AMIGO NHS
58	JERALYN A. MANGA	ADAS III	MONDRAGON II
59	JESUS MARLON R. TEPACE	ADAS II	MONDRAGON II
60	VANESSA C. MENDOZA	ADAS III	MONDRAGON III
61	JAYLOREN P. ARAGON	ADAS II	MONDRAGON III
62	ALBERTO Q. INFANTE	ADAS II	RAWIS CS
63	FLORENTINO T. LOBOS	ADAS II	RAWIS NHS
64	CHARISS N. DORICO	ADAS II	RAWIS NHS
65	ASUNCION TENEDERO	ADAS II	LAS NAVAS NHS



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DAY 2 (June 21,2024)

NO.	NAME	POSITION	SCHOOL/DISTRICT
1	RAUL MATIAS A. TONOG	ADAS III	SILVINO LUBOS
2	MARIGRACE L. MARQUITA	ADAS III	SAN ROQUE
3	ENGRACIO A. TILBE	ADAS II	SAN ROQUE
4	CALVIN ANJOE NIEDO	ADAS III	SAN ROQUE CS
5	EDAFE CANTONG	ADAS II	BANTAYAN NHS
6	HELEN GUMARAO	ADAS II	DJFANHS (SHS)
7	ASUNCION TENEDERO	ADAS II	LAS NAVAS NHS
8	ROSIE S. JAZMIN	ADAS II	PAMBUJAN I
9	EUSTAQUIO J. FROILAN	ADAS III	PAMBUJAN NHS (JHS)
10	AILYN BALANQUIT	ADAS II	PAMBUJAN NHS (JHS)
11	JEAN B. LOBOS	ADAS II	PAMBUJAN NHS (SHS)
12	ALBERTO SIERVO	ADAS II	
13	LUZ L. PADEROG	ADAS II	PAMBUJAN II
14	RONNIE B. TAGROS	ADAS III	PAMBUJAN II
15	ROSALIA G. LEAÑO	ADAS II	LAOANG I
16	RAQUEL LAGUITAN	ADAS III	LNTHS (JHS)
17	MARIFE P. DEANANEAS	ADAS II	LNTHS (SHS)
18	RICHARD BALOJA	ADAS II	LNTHS (JHS)
19	MYLENE E. GALLEGO	ADAS III	VIGO NHS
20	RHEA JEAN GALIT	ADAS II	VIGO NHS
21	LIZA L. BIANES	ADAS II	SUBA NHS
22	MA. JENILYN MEJOS		MAPANAS
23	MARY JOY NARCA	ADAS II	LAOANG II
24	AILEEN CLAIRE CAPATE	ADAS III	LAOANG III
25	RUTH R. BORBON	ADAS III	LAOANG IV
26	BELINDA ADUCAL	ADAS II	LAOANG IV
27	DAN S. DELOS REYES	ADAS II	LAOANG IV
28	CLARISS ODINADA	ADAS II	LAOANG III
29	CHENNEE MARIE G. CENTINO	ADAS II	LAOANG V
30	JIA-J. DE ASAS	ADAS III	CATUBIG I
31	ELEAZAR P. ASINAS	ADAS II	CATUBIG I
32	GRETCHEN ZABALA	ADAS III	CATUBIG II
33	MARY ELLEN ROSE P. ESIDERA	ADAS III	CATUBIG III
34	MA. THERESSA RONATO	ADAS II	CATUBIG III
35	FELICIDAD R. PAJAC	ADAS II	HIBUBULLAO NHS (JHS)
36	JOLLY YRUMA	ADAS II	HIBUBULLAO NHS (SHS)
37	REA L. DURANGO	ADAS III	LAS NAVAS I
38	RENIL D. DOROQUEZ	ADAS II	LAS NAVAS NHS (SHS)
39	SHARITY EBINA	ADAS III	LAS NAVAS NHS (JHS)
40	MARIFE DACULAN	ADAS II	RTVNHS
41	MARINA T. DOROQUEZ	ADAS II	SAN MIGUEL NHS
42	JACKELYN R. TENEDERO	ADAS II	LAS NAVAS II



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43	MARITES MONTAÑO	ADAS III	LAS NAVAS III
44	BILLY JONNEL MARTIRES	ADAS III	PALAPAG I
45	MARY JOY RONATO	ADAS II	CABATUAN NHS
46	CHERRY I. SISTER	ADAS III	PALAPAG II
47	JULIET P. RIOFLORIDO	ADAS II	PALAPAG II
48	ABEGAIL C. BAÑEZ	ADAS III	JANGTUD IS
49	LOIDA A. PAANO	ADAS III	PALAPAG III
50	ROCHELLE L. BALANDRAY	ADAS II	PALAPAG III
51	MARIA GOLDY P. ORAY	ADAS III	GAMAY I
52	AIZEL PEÑARANDA	ADAS II	GAMAY I
53	GREGORIO A. CAMACHO	ADAS III	GAMAY NHS (JHS)
54	OMRE C. ORANE	ADAS II	GAMAY NHS (JHS)
55	JOSEPH C. LUTAO	ADAS II	GAMAY NHS (SHS)
56	ANELDA F. ECHALUCE	ADAS III	GAMAY II
57	ANTHONY A. CASTILLO	ADAS II	GAMAY II
58	JENNIFER T. BERNALDEZ	ADAS II	LAPINIG
59	ELVIE AQUINO	ADAS II	LAPINIG
60	AMIELYN B. JAGONOY	ADAS II	POTONG NHS (JHS)
61	JESSIE N. TENEDERO	ADAS II	POTONG NHS (SHS)
62	JHYZZEL LIPATA	ADAS II	LAOANG NHS
63	ROSELYN E. ESER	ADAS II	LAS NAVAS II
64	NENELYN P. TENTATIVA	ADAS II	LAS NAVAS II
65	EDUARDO B. ROLOYAN	ADAS II	CATUBIG II