



Republic of the Philippines
 Department of Education
 REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

DIVISION MEMORANDUM

No. 132, s. 2023

TO : Public Schools District Supervisors
 Elementary and Secondary School Heads
 Senior Bookkeepers/ADAS III
 Disbursing Officers/ADAS II
 All Others Concerned

FROM : **MOISES D. LABIAN, JR., PhD, CESO VI**
 Assistant Schools Division Superintendent
 Officer-In-Charge
 Office of the Schools Division Superintendent



SUBJECT: **Conduct of Technical Assistance on School MOOE Utilization, Disbursement and Liquidation**

DATE : March 28, 2023

1. The field is hereby informed that the Finance Unit, together with the Division Pre-Audit Unit will conduct Technical Assistance on School MOOE Utilization, Disbursement and Liquidation. (See enclosure for schedule).
2. Participants for this Technical Assistance are Elementary and Secondary School Heads, School/District Bookkeepers and Disbursing Officers.
3. All expenses relative to the conduct/participation of this activity shall be charged to their respective Local/School MOOE subject to usual government accounting and auditing rules and regulations.
4. This memorandum serves as TRAVEL ORDER of all participants.
5. Immediate dissemination of and compliance with this memorandum are desired.

TEAM A	TEAM B	TEAM C	TEAM D
C1, C5 & T3	C2, C6 & O3	C4, O1 & T2	C3, O2 & T1
Sharon M. Gonzalbo	Rocelle Charisma Dianito	Dell Christine Aniban	Therence James D. Prudenciano
Glendo Albelda	Patricia Gemma Pampanga	Jun Carlo Gacola	Anabelle Hermosa
Lytton Ortiz	Ma. Lenie Anquilan	John Roy Talahiban	Vincent V. Mancol
Leviresa A. BARNIZO	Roy M. Ygbuhay	Joelan Chavez	Rivero A. Bellizar
Annabel Santos	Oress M. Bohol	Shiela Marie Cano	Ma. Kristine Pacheco
Maribel Bongoyan	Ma. Edelaine A. Suarez	Erwin B. Ortiz	Jonel Ostulano



SCHEDULE BY DISTRICT AND TECHNICAL ASSISTANCE TEAM ASSIGNED

	DISTRICT	TEAM	SCHOOLS	SCHEDULE	VENUE
DAY 1	CALBAYOG 1 DISTRICT (TEAM A)	Sharon M. Gonzalbo Glendo Albelda Levireza Barnizo	COGON ES	APRIL 11, 2023 (MORNING)	COGON ES
			HIMALANDROG ES		NAGA ES
		SEVEN HILLS NHS	MABINI I ES		
		PINAMUKOIAN ES			
		Maribel Bongoyan Lytton Ortiz Annabel Santos	CAGBOBORAC ES		
			RIZAL I ES		
	CALBAYOG 2 DISTRICT (TEAM B)	Edelaine A. Suarez Oress Bohol Ma. Lenie Anquilan	BAGACAY IS ELEM	APRIL 11, 2023 (MORNING)	BAGACAY IS
			BAGACAY IS JH		CACARANSAN ES
		BAGACAY IS SH	DAGUM ES		
			PAGBALICAN ES		
	Rocelle Charisma Dianito Roy A. Ygbuhay Patricia Gemma Pampanga	CAPOOCAN ES	APRIL 11, 2023 (AFTERNOON)	CAPOOCAN ES	
		MATOBATO ES		MATOBATO ES	
	OBRERO ES	OBRERO ES			
		CALBAYOG PILOT CS			
	CALBAYOG 3 DISTRICT (TEAM D)	Therence James D. Prudenciado Annabel Hermosa Jonel Ostulano	CALBAYOG CITY NHS JH	APRIL 11, 2023 (MORNING)	CALBAYOG CITY NHS
CALBAYOG CITY NHS SH			GUINBAOYAN NORTE ES		
CALBAYOG CITY NIGHT HS		GUINBAOYAN SUR ES			
Ma. Kristine B. Pacheco Rivero A. Belizar Vincent V. Mancol					
Therence James D. Prudenciado Annabel Hermosa Jonel Ostulano		CALBAYOG CITY SPED CENTER	APRIL 11, 2023 (AFTERNOON)		CALBAYOG CITY SPED CENTER
	TAPAE ES	TAPAE ES			
Ma. Kristine B. Pacheco Rivero A. Belizar Vincent V. Mancol	VILLAHERMOSA ES	VILLAHERMOSA ES			
	LANGOYON ES				
	SAN JOSE ES				
	ALIBABA ES				
	SAN ANTONIO ES				
	SINANTAN ES				

DAY 2	CALBAYOG 4 DISTRICT (TEAM C)	John Roy B. Talahiban Jun Carlo Gacola Shiela Marie Cano	LA PAZ ES HAPPY VALLEY NHS BAGONG LIPUNAN OSMENA ES PALANOGAN OCC ES PALANOGAN OR ES PATONG ES HIBATANG ES	APRIL 12, 2023 (MORNING)	LA PAZ
		Dell Christine Aniban Erwin B. Ortiz Joelan Chavez	MIGARA ES MAYBOG ES MIGARA NHS SH MIGARA NHS JH		MIGARA ES
		John Roy B. Talahiban Jun Carlo Gacola Shiela Marie Cano	NUAGA ES HAMORAWON ES GUIN-ON ES CALBAYOG EAST CS	APRIL 12, 2023 (AFTERNOON)	NUAGA ES HAMORAWON ES GUIN-ON ES CALBAYOG EAST CS
		Dell Christine Aniban Erwin B. Ortiz Joelan Chavez	GIRAGAAN ES PANONONGON ES VICTORY ES TABAWAN IS SH TABAWAN IS JH TABAWAN IS ELEM		GIRAGAAN ES VICTORY ES TABAWAN IS
	CALBAYOG 5 DISTRICT (TEAM A)	Sharon M. Gonzalbo Glendo Albelda Levireza Barnizo	ROXAS I ES JIMAUTAN ES LOOC ES GABAY ES MAYSALONG ES	APRIL 12, 2023 (MORNING)	JIMAUTAN ES MAYSALONG ES
		Maribel Bongoyan Lytton Ortiz Annabel Santos	DINAWACAN ES GELINO ES TANVAL ES CANJUMADAC ES SAPUTAN ES		CANJUMADAC SAPUTAN ES
		Sharon M. Gonzalbo Glendo Albelda Levireza Barnizo	CADSEV GADGARAN ES SAN POLICARPO CES	APRIL 12, 2023 (AFTERNOON)	CADSEV GADGARAN ES SAN POLICARPO CES
		Maribel Bongoyan Lytton Ortiz Annabel Santos	ACEDILLO ES NAVARRO ES BONTAY ES		ACEDILLO ES NAVARRO ES BONTAY ES
	CALBAYOG 6 DISTRICT (TEAM B)	Rocelle Charisma Dianito Roy A. Ygbuhay Patricia Gemma Pampanga	TRINIDAD CES BASUD IS ELEM BASUD IS JH CAGSALAOSAO ES	APRIL 12, 2023 (MORNING)	TRINIDAD CES BASUD IS ELEM BASUD IS JH CAGSALAOSAO ES
		Edelaine A. Suarez Oress Bohol Ma. Lenie Anquilan	CAHUMPAN ES KILI-KILI ES LIMARAYON ES TRINIDAD NHS SH TRINIDAD NHS JH		CAHUMPAN ES KILI-KILI ES LIMARAYON ES TRINIDAD NHS SH TRINIDAD NHS JH
		Rocelle Charisma Dianito Roy A. Ygbuhay Patricia Gemma Pampanga	ANISLAG ES LONoy IS ELEM LONoy IS JH PALANAS ES		ANISLAG ES LONoy IS ELEM LONoy IS JH PALANAS ES
		Edelaine A. Suarez Oress Bohol Ma. Lenie Anquilan	BUENAVISTA ES CABADIANGAN ES CALILIHAN ES GASDO ES JACINTO ES MANCOL ES TIGBE ES	APRIL 12, 2023 (AFTERNOON)	CALBAYOG 6 DISTRICT OFFICE

DAY 3	TINAMBACAN 1 DISTRICT (TEAM D)	Therence James D. Prudenciado Annabel Hermosa Jonel Ostulano	DANA O I ES MALAJOG IS ELEM MALAJOG IS JH MALAJOG IS SH	APRIL 13, 2023 (MORNING)	DANA O I ES MALAJOG IS ELEM MALAJOG IS JH MALAJOG IS SH
		Ma. Kristine B. Pacheco Rivero A. Belizar Vincent V. Mancol	BANTE ES MALOPALO ES MARCATUBIG ES		BANTE ES MALOPALO ES MARCATUBIG ES
		Therence James D. Prudenciado Annabel Hermosa Jonel Ostulano	SALHAG ES TOMALIGUES IS ELEM TOMALIGUES IS SH TOMALIGUES IS JH	APRIL 13, 2023 (AFTERNOON)	SALHAG ES TOMALIGUES IS ELEM TOMALIGUES IS SH TOMALIGUES IS JH
		Ma. Kristine B. Pacheco Rivero A. Belizar Vincent V. Mancol	TINAMBACAN CES AMAMPACANG ES		TINAMBACAN CES AMAMPACANG ES
	TINAMBACAN 2 DISTRICT (TEAM C)	Dell Christine Anibon Erwin B. Ortiz Joelan Chavez	SAN JOAQUIN CES CAGNIPA ES CAG-OLANGO ES	APRIL 13, 2023 (MORNING)	SAN JOAQUIN CES CAGNIPA ES CAG-OLANGO ES
		John Roy B. Talahiban Jun Carlo Gacola Shiela Marie Cano	SAN JOAQUIN NHS SH SAN JOAQUIN NHS JH		SAN JOAQUIN NHS SH SAN JOAQUIN NHS JH
		Dell Christine Anibon Erwin B. Ortiz Joelan Chavez	BAAY ES BINALIW ES	APRIL 12, 2023 (AFTERNOON)	BAAY ES BINALIW ES
		John Roy B. Talahiban Jun Carlo Gacola Shiela Marie Cano	BANTIAN ES MANGUINO-O ES SINHS-MANGUINO-O ANNEX		BANTIAN ES MANGUINO-O ES SINHS-MANGUINO-O ANNEX
	TINAMBACAN 3 DISTRICT (TEAM A)	Sharon M. Gonzalbo Glendo Albelda Levireza Barnizo	BUGTONG ES CAGLANIPAO SUR IS ELEM CAGLANIPAO SUR IS SEC TINAPLACAN ES	APRIL 13, 2023 (MORNING)	BUGTONG ES CAGLANIPAO SUR IS ELEM CAGLANIPAO SUR IS SEC TINAPLACAN ES
		Maribel Bongoyan Lytton Ortiz Annabel Santos	MALAGA CES CAGMANIPIS NORTE ES MALAGA NHS SH MALAGA NHS JH		MALAGA CES CAGMANIPIS NORTE ES MALAGA NHS SH MALAGA NHS JH
		Sharon M. Gonzalbo Glendo Albelda Levireza Barnizo	CAGMANIPIS SUR ES MALAYOG ES PENA I ES	APRIL 13, 2023 (AFTERNOON)	CAGMANIPIS SUR ES MALAYOG ES PENA I ES
		Maribel Bongoyan Lytton Ortiz Annabel Santos	CANGOMAOD ES DANA O II ES PENA I NHS JH PENA I NHS SH PENA II ES		PENA I NHS JH PENA I NHS SH PENA II ES

DAY 4	OQUENDO 1 DISTRICT (TEAM C)	Dell Christine Aniban Erwin B. Ortiz Joelan Chavez	SINIDMAN OR ES LIBERTAD ES SINIDMAN OCC ES NABANG ES	APRIL 14, 2023 (MORNING)	SINIDMAN OR ES SINIDMAN OCC ES NABANG ES
		John Roy B. Talahiban Jun Carlo Gacola Shiela Marie Cano	MABINI II ES LONGSOB ES RIZAL II ES DINAGAN ES		MABINI II ES DINAGAN ES
		Dell Christine Aniban Erwin B. Ortiz Joelan Chavez	CAGBILWANG ES CABUGANWAN ES OQUENDO NHS	APRIL 14, 2023 (AFTERNOON)	CAGBILWANG ES CABUGANWAN ES OQUENDO NHS
		John Roy B. Talahiban Jun Carlo Gacola Shiela Marie Cano	OQUENDO ES BEGAMO ES		OQUENDO ES BEGAMO ES
	OQUENDO 2 DISTRICT (TEAM D)	Therence James D. Prudenciano Annabel Hermosa Jonel Ostulano	CAPACUHAN ES HIBUHATAN ES TALAHIBAN ES TARABUCAN CES TARABUCAN NHS LAPAAN ES	APRIL 14, 2023 (MORNING)	CAPACUHAN TARABUCAN CES TARABUCAN NHS LAPAAN ES
		Ma. Kristine B. Pacheco Rivero A. Belzar Vincent V. Mancol	SAN RUFINO ES CAG-ANAHAW ES QUEZON ES ALANG-ALANG ES		SAN RUFINO ES QUEZON ES
		Therence James D. Prudenciano Annabel Hermosa Jonel Ostulano	OBO-OB ES HIBABNGAN ES DE VICTORIA SAN ISIDRO ES CABACUNGAN ES MAG-UBAY ES BAJA ES MAG-UBAY NHS	APRIL 14, 2023 (AFTERNOON)	OBO-OB ES DE VICTORIA ES CABACUNGAN ES MAG-UBAY ES MAG-UBAY NHS
		Rivero A. Belzar Vincent V. Mancol Ma. Kristine B. Pacheco	CAGBAYANG ES CAYBAGO ES DINABONGAN ES PANOYPOY ES CABICAHAN ES		CAGBAYANG ES DINABONGAN ES
	OQUENDO 3 DISTRICT	Rocelle Charisma Dianito Roy A. Ygbuhay Patricia Gemma Pampanga	MACATINGOG ES MACATINGOG SEC ROXAS II ES PILAR CES	APRIL 14, 2023 (MORNING)	MACATINGOG IS ROXAS II PILAR CES
		Edelaine A. Suarez Oress Bohol Ma. Lenie Anquilan	DAWO IS ELEM DAWO IS SEC BAYO ES PILAR NHS		DAWO IS BAYO ES PILAR NHS
		Rocelle Charisma Dianito Roy A. Ygbuhay Patricia Gemma Pampanga	CAG-ANIBONG ES SIGO ES MANUEL BARRAL SR ES CABATUAN NHS MANTAONG ES	APRIL 14, 2023 (AFTERNOON)	CAG-ANIBONG ES SIGO ES CABATUAN NHS MANTAONG ES
		Edelaine A. Suarez Oress Bohol Ma. Lenie Anquilan	CABATUAN ES PANLAYAHAN ES MAWACAT ES		CABATUAN ES PANLAYAHAN ES MAWACAT ES