



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division
Superintendent**

18 MAY 2023

DIVISION MEMORANDUM

No. 347, s. 2023

TWO (2) DAY-SEMINAR/WORKSHOP ON THE FINANCIAL MANAGEMENT OPERATIONS MANUAL (FMOM) TO ALL UNTRAINED ADAS II, III, & SELECT SCHOOL HEADS

To: Schools Division Superintendent
Assistant Schools Division Superintendent
Chief, SGOD
Chief, CID
Accountant III
Budget Officer III
All others concerned

1. A **TWO (2) DAY-SEMINAR/WORKSHOP ON THE FINANCIAL MANAGEMENT OPERATIONS MANUAL (FMOM) TO ALL UNTRAINED ADAS II, III & SELECT SCHOOL HEADS** shall be conducted on May 25 & 26, 2023 at Plaza Maria Luisa Suites Inn, Dumaguete City.
2. This is to ensure that all employees in the organization have a clear understanding of financial management principles, guidelines, and regulations and that the Schools Division of Negros Oriental Financial Operations should function and run smoothly.
3. Travelling related to this activity shall be charged against School MOOE funds, subject to the usual accounting and auditing rules and regulations.
4. The participants to the workshop are listed on the attached sheet.
5. This serves as **TRAVEL AUTHORITY** for the School Heads and Division Office personnel, while School Heads are requested to issue Travel Authority to their concerned participants.
6. Meals (breakfast, lunch, dinner, and 2 snacks) will be provided.
7. Please be guided accordingly.


NERI C. OJASTRO, Ed. D., CESE
Schools Division Superintendent

5/17/23

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Address:Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
Telephone Nos.:(035)225-2838 / 225-2376 / 422-7644
Email Address:negros.oriental@deped.gov.ph



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

List of Participants for the **TWO (2) DAY-SEMINAR/WORKSHOP ON THE FINANCIAL MANAGEMENT OPERATIONS MANUAL (FMOM) TO ALL UNTRAINED ADAS II, III & SCHOOL HEADS**
on May 25 & 26, 2023

No.	Name	School/Position	
1	MA. JENNIFER P. PIODOS	ACCOUNTANT III - SDO	FACILITATOR
2	LYDIA D. CACAS	BUDGET OFFICER III - SDO	FACILITATOR
3	NOEME J. BOCO	AO IV – CASHIER	FACILITATOR
4	RUBYJEAN ESTRELLITA M. BIDAURE	AO IV – SUPPLY OFFICER	FACILITATOR
5	ERIC J. RETES	AO II – DLANHS	FACILITATOR
6	LIZBETH R. VALENCIA	AO II – SDO	FACILITATOR
7	LOREFE S. VENTURA	AO II – SDO	FACILITATOR
8	KEVIN B. SAMSON	AO II – SDO	FACILITATOR
9	KAREN I. CUAJAO	AO II – SDO	FACILITATOR
10	JOCELYN V. VERIÑA	AO II – SDO	FACILITATOR
11	JULIUS PAUL B. PARTOSA	AO II – SDO	FACILITATOR
12	MARIA ESTRELLITA D. CALIDGUID	AO II – SDO	FACILITATOR
13	IREEN P. SAYCON	AO II – SDO	FACILITATOR
14	MA. SUZETTE N. CATUBAY	ADAS III – SDO	FACILITATOR
15	REGINE F. SALCEDO	ADAS III - SDO	FACILITATOR
16	REZALYN M. REVIDAD	ADAS III – SDO	FACILITATOR
17	NICKO P. TUBALLA	ADAS III – SDO	FACILITATOR
18	ROMANITO A. VISITACION	ADAS II – SDO	FACILITATOR
19	LADY JANUARY CATAN	ADAS II – SDO	FACILITATOR
20	ROSEMARIE E. CIMA FRANCA	ADA VI – SDO	FACILITATOR
21	RODRIGO FORTIN JR.	ADAS II – SIBULAN DIST 1	FACILITATOR
22	JOY T. EGE	ADAS III – SAN JOSE DIST	FACILITATOR
23	RODRIGO VENDIOLA	AO II – SDO	FACILITATOR
24	AMABEL A. HERRERA	ADAS II - SDO	FACILITATOR
25	DIANNE EVE C. OMNOS	ADAS III – SIBULAN NHS	FACILITATOR



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on May 25 & 26, 2023 at Plaza Maria Luisa Suites Inn, Dumaguete City

TEACHER-IN-CHARGE		
No.	Name	Station (District)
1st CONGRESSIONAL DISTRICT		
1	DONNALYN N. HERRERA	BINDOY 1
2	METCHIL G. RAZONABLE	BINDOY 1
3	REXON C. CACALDO	BINDOY 1
4	ARLENE B. ESTOCONING	JIMALALUD 1
5	ARCEL JOHN G. ABRASADO	MANJUYOD 1
6	FRANCES MARK A. CABUSOG	MANJUYOD 1
7	GEMAR STEPHEN N. MUGATAR	MANJUYOD 1
8	GIEFRED STEPH L. GALAS	MANJUYOD 1
9	JONAH M. CABUGNASON	MANJUYOD 1
10	JOSEPHINE B. GOLEZ	MANJUYOD 1
11	MARISSA L. CABUG	MANJUYOD 1
12	VINGIE J. CADANO	MANJUYOD 1
13	FABIAN CABILDO	MANJUYOD 2
14	PRECY MIASCO	MANJUYOD 2
2nd CONGRESSIONAL DISTRICT		
14	ALVIN L. RAGAY	AMLAN
15	JAMES B. DE GRACIA	AMLAN
16	ALONA U. AURA	SAN JOSE
17	ANALYN B. PIALAGO	SAN JOSE
18	DIODITA B. INID	SAN JOSE
19	EVAMIE MAYONO	SAN JOSE
20	MARLOU A. ARTIAGA	SAN JOSE
21	NATALEI BALDOZA	SAN JOSE
22	SEGUNDINA CALITIZEN	SAN JOSE
23	SHERLYN M. IBA	SAN JOSE
24	JENITH CUMAYAO	SIBULAN 1
25	WINDA D. OBEDENCIO	SIBULAN 1
26	DAISY ROSE C. BANSUELA	SIBULAN 2
27	MARLINDA A. CASIPONG	SIBULAN 2
28	ROSALINA C. GRAMAY	SIBULAN 2
29	ROWENA R. DINOKOT	SIBULAN 2
30	VICTORIANO B. CARORO	SIBULAN 2
3rd CONGRESSIONAL DISTRICT		
31	BERNADETTE NOVEM I. SARDON	BACONG
32	JUNNAH M. VILLEGAS	BACONG
33	MA. OFELIA I. BUSCATO	BACONG
34	ANALIE NOCETE	DAUIN
35	CATHERINE CREDO	DAUIN

36	EDGAR ALAGA	DAUIN
37	JEBE BAIS	DAUIN
38	ROSALIE SUMAGAYSAY	DAUIN
39	AMJE S. ATOY	VALENCIA
40	LEAH MAY A. APENAS	VALENCIA
41	ROSALIE G. ABANTE	VALENCIA
42	ERICKA A. CALUGCUGAN	VALENCIA
43	NILO JAY A. BAYBAY	VALENCIA
44	ANTONIETA A. MERCED	VALENCIA
45	VIVIAN P. GAJELLOMA	ZAMBOANGUITA 1
46	LUCKYNINE R. MANOGURA	ZAMBOANGUITA 2
47	JAIME B. GUMIZAD	ZAMBOANGUITA 2
48	MELISSA A. LERO	ZAMBOANGUITA 2
49	MERCYDITHA D. ENOLPE	ZAMBOANGUITA 2

ADMINISTRATIVE ASSISTANT II AND III

No.	Name	Station (District)
1	REGACHO, GINALYN SILVA	AMLAN
2	LANGOMES, LERNA COLONGONN	AYUNGON 1
3	CALIJAN, ER JOHANNE CABIARA	AYUNGON II
4	QUITOY, HYACINTH MAE TILOS	BACONG
5	PARTOSA, CLAIRE MARIE BANTAYANON	BACONG
6	KLINT S. BALNES	DAUIN
7	CAMACHO, CHRISTIN FLORES	DIVISION OFFICE
8	DURAN, RINA AGUSTIN	DIVISION OFFICE
9	RAAGAS, JAN KIM	DIVISION OFFICE
10	SAGURAN, EMMAIDA BALBUENA	DIVISION OFFICE
11	TIMONAN, MARIELLE VIOLETA	DIVISION OFFICE
12	VILLAFRANCA, IVONE MARIE MANANQUIL	DIVISION OFFICE
13	BOMEDIANO, MARY GRACE PACO	JIMALALUD I
14	TEQUILLO, CHRISTINE LOUIE ALPUERTO	LA LIBERTAD I
15	COMPANION, SUSAN GRACE SILAGAN	LA LIBERTAD II
16	PALPITA, METCHEL SAÑEL	LA LIBERTAD II
17	ZERNA, MAYSHIEL REBUTAZO	MABINAY 1
18	ZERNA, VIGIL CABUSOG	MABINAY 1
19	GORECHO, JOSE MILAN ACIBRON	MABINAY 3
20	PERAS, MA. FELISA MISSION	MABINAY 4
21	ACADEMIA, RACHELLE MAE LARIOS	MANJUYOD 2
22	BANLAT, MARIFE MONION	NOHS
23	COYOCA, JEANETTE ORONAN	NOHS
24	CALUMPANG, DAFODEL MAQUILAS	SAN JOSE
25	VELARDO, FAITH SIGLOS	SAN JOSE
26	TABAL, MA. VICTORIA MORENO	SIATON 2
27	RADONES, TIFFANY PELANDIANA	SIATON 3
28	ALABATA, SIGRED JAN FLORES	SIATON 4
29	BERNADEZ, CHARLOTTE JOAN	SIBULAN 1
30	PADA, CLENTON TABLO	SIBULAN 2

31	LINGCONG, CHRISTINE DOMILE	STA. CATALINA II
32	BAIS, MARIA LOURDES TUBANG	STA. CATALINA III
33	SANTILLAN, AVEGAIL CARRIEDO	STA. CATALINA III
34	AVISO, MIRIAM COLINA	STA. CATALINA IV
35	MACAHILOS, MERRY ROSE GAQUIT	STA. CATALINA IV
36	OMANGAY, ALBERTO ONTAL	STA. CATALINA IV
37	PONCE, RHEA SALDARIEGA	TAYASAN 1
38	BARTE, MARK AUGUST DAYAO	ZAMBOANGUITA 1
39	ELNAR, JON KIRBY BANAGUA	ZAMBOANGUITA I