



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Schools Division of Negros Oriental

**Office of the Schools Division  
Superintendent**

DIVISION MEMORANDUM  
No. **861**, s. 2023

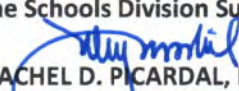
29 NOV 2023

**1-DAY TECHNICAL ASSISTANCE ON THE PREPARATION OF PS DEFICIENCY IN  
ALLOTMENT AND NCA**

To: Assistant Schools Division Superintendent  
Accountant III  
Budget Officer III  
Administrative Assistant II & III

1. A **1-Day Technical Assistance on the Preparation of PS Deficiency in Allotment and NCA** shall be conducted on November 30, 2023. The venue will be at the DepEd Division Office, 3<sup>rd</sup> floor Conference Hall.
2. This is to provide technical assistance on the preparation of PS Deficiency in Allotment and NCA of DepEd Division of Negros Oriental's Implementing Units.
3. Participants are requested to bring the following:
  - a. Laptop.
  - b. Extension wires.
  - c. FAR 1 (All Fund Source) as of November 29, 2023 (soft/hard copy).
  - d. Payroll as of November (soft/hard copy).
  - e. Status of NCA Received and Disbursed as of November 29, 2023 (soft/hard copy).
  - f. Lists of claims other than regular salaries.
4. Meals and travelling expenses related to this activity shall be chargeable against School MOOE funds subject to the usual accounting and auditing rules and regulations.
5. The participants to the workshop are listed on the attached sheet.
6. This serves as your **TRAVEL ORDER/AUTHORITY TO TRAVEL**.
7. Please be guided accordingly.

By Authority of the Schools Division Superintendent

  
RACHEL D. PICARDAL, EdD  
Chief Education Supervisor, SGOD  
Officer-In-Charge

NCO/JMA-MKP/FINANCE/ldc  
November 29, 2023



Kagawasan Ave., Capitol Area, Daro, Dumaguete City, Negros Oriental  
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 DepEd Tayo SDO Negros

 [www.depednegor.net](http://www.depednegor.net)



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Schools Division of Negros Oriental

List of Participants for the **1-Day Technical Assistance on the Preparation of PS Deficiency in Allotment and NCA** on November 30, 2023

No.	Name	School/Position
1	LYDIA D. CACAS	BUDGET OFFICER III - SDO
2	LOREFE S. VENTURA	AO II - SDO
3	REZALYN M. REVIDAD	ADAS III - SDO
4	REGINE F. SALCEDO	ADAS III - SDO
5	NICKO P. TUBALLA	ADAS III - SDO
6	ASER T. ALAS, JR.	AYUNGON NHS
7	ANA MARIE M. ROLDAN	CASIANO NAPIGKIT NHS
8	SHEILA T. ALDENESE	DAUIN NHS
9	MERLE F. ARDENIA	DEMETRIO L. ALVIOLA NHS
10	PRECY MARIE A. ZAMORA	DEMETRIO L. ALVIOLA NHS
11	J CHRISSA D. RUBIO	MA. MACAHIG NHS
12	MERLINE B. DAHILDAHIL	MANJUYOD NHS
13	ROWINA T. CACAS	MANJUYOD NHS
14	HANALYN T. BARTOCES	NEGROS ORIENTAL HS
15	SHIELA P. CALIDGUID	TAMBO NHS
16	LYZIEL JOY J. BACO	TAYASAN NHS
17	RECHEL P. JALUAG	VALENCIA NHS



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