



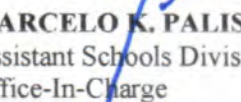
Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Schools Division OF NEGROS ORIENTAL

Office of the Schools Division  
Superintendent

MEMORANDUM  
MLA- 2023 02

TO: **MA. MARFE LYN I. PELESMINO EdD**, District-In-Charge, Manjuyod I  
**HENRIQUITO C. TEPACIA Dev EdD**, PSDS, Manjuyod II  
**KRYSTEL MARIE C. TUBALLA**, Bookkeeper, Manjuyod I  
**MERIAM GARCIA**, Bookkeeper, Manjuyod II  
**All School Heads of Manjuyod I and II**

FROM: By Authority of the Schools Division Superintendent

  
**MARCELO K. PALISPIS EdD, JD**  
Assistant Schools Division Superintendent  
Office-In-Charge

SUBJECT: Recall of Processing of MOOE Request and Liquidation from Manjuyod II to Manjuyod I

Date: January 3, 2023

1. This office informs the abovementioned personnel of the **Recall of Processing of MOOE Request and Liquidation from Manjuyod II to Manjuyod I** of the following schools:
  - Kauswagan HS
  - Sampiniton ES
  - Lamogong ES
  - San Jose ES
  - Kayotesan ES
2. The abovementioned Manjuyod I school's MOOE Request and Liquidation were previously processed and checked by Manjuyod II Bookkeeper as per request of Manjuyod I Bookkeeper to deload her due to the resignation of their previous bookkeeper.
3. As per agreement of both parties, MOOE Request and Liquidation of the mentioned schools will be checked and processed by Manjuyod I District Bookkeeper effective immediately.
4. For your guidance and compliance.

4 JAN 2023

  
January 3, 2023