



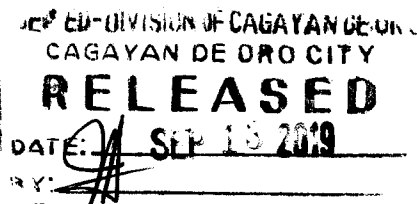
Republic of the Philippines
Department of Education
Region X
DIVISION OF CAGAYAN DE ORO CITY

Fr. William F. Masterson, S.J. Avenue,
Brgy. Upper Balulang, Cagayan de Oro City, 9000 Philippines



DIVISION MEMORANDUM

No. 716 s. 2019



TO : Accountant III
Administrative Officer V – Budget Officer
Administrative Assistant III – Budget & Finance Section
Administrative Assistant III – Administrative Section
Administrative Assistant III – Schools' Senior Bookkeeper
Thru their School Heads

SUBJECT : ENHANCEMENT TRAINING-WORKSHOP FOR FINANCE PERSONNEL

DATE : SEPTEMBER 11

1. To enhance the performance of the finance personnel in delivering their tasks and responsibilities with excellence and quality, the budget and finance section will be conducting a training-workshop at **Saddle Ridge, Dahilayan, Manolo Fortich, Bukdinon on September 17-20, 2019.**
2. This activity aims to equip and train the ADAS-III on:
 - **IT and Communication Skills**
 - **Preparation of Bank Reconciliation Statement**
 - **Enhanced Financial Reporting System (EFRs) and,**
 - **Personality Development and Team-Building**
3. The participants on this activity are all the **ADAS III** as per Enclosure.
4. Meals, snacks, accommodation and other incidental expenses are chargeable to School MOOE/local funds subject to the usual accounting and auditing rules and regulation.
5. For compliance.

Enclosure: Technical Working Group, Resource Speakers and List of Participants.


JONATHAN S. DELA PEÑA, Ph.D., CESO V
Schools Division Superintendent



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ADAS III – Division Office

1	Ana Marie D. Larangjo
2	Louie B. Banaag
3	Irene H. Lofranco
4	April Ann U. Tancongco
5	Marife A. Abrogar
6	Roche U. Budiongan
7	Darlene B. Palamine
8	Jane B. Vasallo

Budget and Finance Section

	Name	Position
1	Amel A. Calubag, CPA	Accountant III
2	Romiel S. Vallente	Administrative Officer V
3	Donnacelle F. Ernacio	ADAS III
4	Mitos Tessa B. Duetes	ADAS III
5	Mary Jane C. Borja	ADAS III
6	Maria Cristina M. Ong	ADAS III
7	Marion V. Bedrejo	ADAS III
8	Rowena B. Calfoforo	ADAS III
9	Ryam Fil T. Bahian	ADAS III
10	Lorena L. Dalauta	ADAS III
11	Nanneth A. Largo	ADAS III
12	Rachel Ann C. Sacupayo	ADAS III
13	Marridel L. Piedad	ADAS III
14	Lloyd Michael D. Samodal	ADAS III

Resource Speakers

	Name	Position	School Assignment
1	Marlon Francis C. Serifa	Principial III	Gusa Regional Science HS
2	Maria Cristina N. Ganas	Principal I	Lumbia National HS
3	Christian Gem Pimentel	Teacher I	Gusa Regional Science HS
4	Arian M. Edullantes	Teacher II	Gusa Regional Science HS



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ADAS III – Assigned at School

	Name of Participants	School Assignment
1	Godofredo C. Navaja, II	Gusa Regional Science High Sch
2	Ruth O. Eullaran	Bugo National High School
3	Lalleth P. Cabañeros	Gusa Elementary School
4	Rey Charles Banaag	Pedro "Oloy" N. Roa Sr. High School
5	Cassandra June A. Jagos	Bayabas NHS
6	Gina T. Pradia	Bulua National High School
7	Maria Fe A. Balmoria	Bugo Central School
8	Catherine E. Patungcal	Tablon National High School
9	Aleli G. Macalos	Macabalan National High School
10	Annabelle B. Badal	Lapasan NHS
11	Melanie V. Yaba	Puntod National High School
12	Sherwin O. Salavaria	Angeles Sisters National High School
13	Jackelou C. Fatura	City Central School
14	John Rey J. Alguso	Carmen National High School
15	Sonny Boy O. Gabo	Kauswagan Central School
16	Karen F. Villanueva	Kauswagan Naional High School
17	Kristian Wilfrelyn D. Madria	Camaman-an National High School
18	Rickim E. Sabanal	Indahag National High School
19	Josette B. Lanzaderas	South City Central School
20	Julie Ann B. Gocela	North City Central School
21	Rowel M. Cagaanan	CDO NHS-Junior High
22	Darinita D. Jandayan	Mambuaya National High School
23	Jessica B. Paler	Macasandig National High School
24	Clarisa M. Loquillano	Lumbia National High School
25	Arnil D. Compo	Puerto National High School
26	Mithuscela Paylaga Labuanan	Agusan National High School
27	Amor Mia E. Ceriales	Iponan National High School