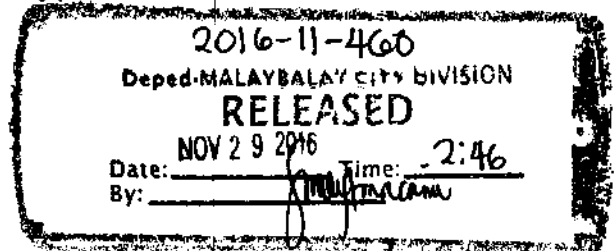





Republic of the Philippines  
Department of Education  
Region X  
DIVISION OF MALAYBALAY CITY  
Sayre Highway, Casisang, Malaybalay City  
Telefax # 088-314-0094



DIVISION MEMORANDUM  
No. 645, s. 2016



TO : Chief Education Supervisor and Staff, CID and SGOD  
Public Schools District Supervisor  
School Heads (Elementary and Secondary)  
Section/Unit Heads and Staff  
All Others Concerned

FROM:   
EDILBERTO L. OPLENARIA, CESO VI  
OIC, Schools Division Superintendent

Date: November 29, 2016

Re : Designations of Usec Victoria Medrana Catibog as Chairperson of the National Board of Trustees, DepEd Provident Fund, and of the Employee Account Management Division-Finance Service as Secretariat Thereof

1. For the information and guidance of all concerned, this Office hereby disseminates the herein DepEd Memo No. 204, s. 2016 re: Designations of Undersecretary Victoria Medrana Catibog as Chairperson of the National Board of Trustees, Department of Education Provident Fund, and of the Employee Account Management Division-Finance Service as Secretariat Thereof.

2. For immediate and widest dissemination.

Encl: As stated

Copy furnished:  
Records Unit

TO BE POSTED IN THE WEBSITE



Republic of the Philippines  
**Department of Education**

DepEd MEMORANDUM  
No. **204**, s. 2016

24 NOV 2016

**DESIGNATIONS OF UNDERSECRETARY VICTORIA MEDRANA CATIBOG AS  
CHAIRPERSON OF THE NATIONAL BOARD OF TRUSTEES, DEPARTMENT  
OF EDUCATION PROVIDENT FUND, AND OF THE EMPLOYEE  
ACCOUNT MANAGEMENT DIVISION-FINANCE SERVICE  
AS SECRETARIAT THEREOF**

To: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
Division Chiefs  
All Others Concerned

1. In the exigency of service and pursuant to Section 3 of Administrative Order No. 279, s. 1992 entitled *Prescribing Rules and Regulations for the Establishment and Administration of a Provident Fund of Agencies Covered by Section 41 of the General Provisions of Republic Act No. 7180*, and DepEd Memorandum (DM) No. 131, s. 2011 entitled *Reconstituting the DepEd Provident Fund National Board of Trustees*, **Undersecretary Victoria Medrana Catibog** for Finance-Disbursement and Accounting, is designated as the **Chairperson of the National Board of Trustees (NBT) of the Department of Education (DepEd) Provident Fund** vice former Undersecretary Francisco M. Varela.
2. Considering the functions of overseeing the implementation, monitoring of the utilization and investment returns of the loan operations, as well as the upkeep of records and maintenance of database of the DepEd Provident Fund under the Rationalization Plan for DepEd as approved by the Department of Budget and Management, the **Finance Service-Employee Account Management Division (FS-EAMD)** is assigned as the new **Secretariat of the NBT**. The Employees Welfare Division under the Bureau of Human Resource and Organizational Development, former Secretariat of the NBT, shall effect the proper and official turnover to the EAMD of all tasks and pertinent documents related to the DepEd Provident Fund.
3. Undersecretary Catibog and the EAMD shall perform their respective functions and responsibilities stipulated under DepEd Order No. 12, s. 2004 entitled *Revised Implementing Guidelines for DepEd Provident Fund*.
4. The other members of the NBT identified in DM 131, s. 2011 shall continue to exercise their functions as members of the Board until such time that new Board members are designated.
5. Immediate dissemination of this Memorandum is desired.

  
**LEONOR MAGTOLIS BRIONES**  
Secretary

References:

DepEd Memorandum (No.: 131, s. 2011)  
DepEd Order (No.: 12, s. 2004)

To be indicated in the Perpetual Index  
under the following subjects:

ASSIGNMENT  
BUREAUS AND OFFICES  
CHANGE  
EMPLOYEES  
OFFICIALS  
FUNDS

SMMA/DMDesignation of USEC Victoria Medrana Catibog as Chairperson  
0805-October 25, 2016