



DEPARTMENT OF EDUCATION  
Region X- Northern Mindanao  
DIVISION OF MALAYBALAY CITY  
Casisang, City of Malaybalay

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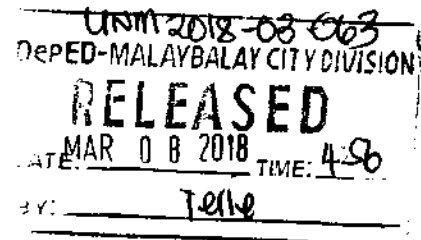


March 7, 2018

**MEMORANDUM**

TO: The School Head

Bangcud National High School  
Bukidnon National High School  
Bukidnon National High School-Dalwangan Annex  
Bukidnon National High School-Imbayao Annex  
Busdi Integrated School  
Canayan Integrated School  
Casisang National High School  
Kalasungay National High School  
Malaybalay City National Science High School  
Malaybalay City National High School  
Managok National High School  
Managok National High School-Lalawan Annex  
Managok National High School-Miglamin Annex  
San Martin Agro-Industrial High School  
Casisang Senior High School (SHS within Casisang CS)  
Silae National High School  
St. Peter National High School  
This Division



Re: **IMPLEMENTING GUIDELINES ON THE RELEASE AND UTILIZATION OF MOOE ALLOCATIONS OF SENIOR HIGH SCHOOLS**

1. Per DepEd Order No. 9, s. 2018 dated February 23, 2018, you are hereby informed of the allotment for Maintenance and Other Operating Expenses (MOOE) as follows:
  - a. Bangcud National High School – P 871,000.00
  - b. Bukidnon National High School – P 3,316,000.00
  - c. Bukidnon National High School-Dalwangan Annex – P152,000.00
  - d. Bukidnon National High School-Imbayao Annex – P43,000.00
  - e. Busdi Integrated School – P96,000.00
  - f. Canayan Integrated School – P173,000.00
  - g. Casisang National High School – P139,000.00
  - h. Kalasungay National High School – P68,000.00
  - i. Malaybalay City National Science High School – P468,000.00
  - j. Malaybalay City National High School – P107,000.00
  - k. Managok National High School – P287,000.00
  - l. Managok National High School-Lalawan Annex – P117,000.00
  - m. Managok National High School-Miglamin Annex – P99,000.00

- n. San Martin Agro-Industrial High School – P329,000.00
  - o. Casisang Senior High School (SHS within Casisang CS) – P788,000.00
  - p. Silae National High School – P132,000.00
  - q. St. Peter National High School – P91,000.00
2. The budget for SHS MOOE was computed based on a per capita cost derived from the rationalized formula for school MOOE applied to Junior High Schools in 2018, and on the estimated enrolment based on the data on actual enrollment for School Year 2017-2018 on the Learner Information System (LIS) as of November 2017.
  3. All concerned shall:
    - a. Prepare and update its monthly physical and financial plan, mindful of adjustments that may arise given actual number of students who will enroll in SY2018-2019;
    - b. Ensure that its accountable officers have duly applied for bonding with the Bureau of Treasury, Fidelity Bond Division;
    - c. Draw cash advance from its supervising/directing SDO for its MOOE requirements;
    - d. Submit to the SDO on or before the 5<sup>th</sup> day of the following month the original copy of the Cash Disbursement Register (CDR), the paid Disbursement Vouchers (DVs) and all supporting documents which shall serve as liquidation report. Subsequent cash advances shall be granted only upon receipt of the CDR equivalent to at least 75% of the previous cash advance. It is reiterated, however, that any remaining cash advance at the end of the year must be liquidated in full and unexpected balances refunded; and
    - e. Disburse funds in accordance with the existing budgeting, accounting, procurement, and auditing rules and regulations.
  4. The following documents are required in order to facilitate the release of your cash advance for this purpose, to wit:
    - a. Annual Procurement Plan
    - b. Project Procurement Management Plan
    - c. Work and Financial Plan
    - d. Breakdown by object of expenditure
    - e. Letter Request
  5. For information, guidance and compliance.

  
EDILBERTO L. OPLENARIA, CESO VI  
OIC-Schools Division Superintendent

Department of Education - Office of the Secretary				Annex "A"
MOOE for Public Senior High Schools, FY 2018				
(in Thousand Pesos)				
REGION	DIVISION	SCHOOL NAME	SCHOOL ID	MOOE (in '000 Pesos)
Region X	Lanao del Norte	Andres Bersales, Sr. Nat'l. HS (Pandanán NHS)	304022	73
Region X	Lanao del Norte	Sultan Ali Dimaporo Memorial IS	500690	365
Region X	Lanao del Norte	Sultan Naga Dimaporo CES	500691	93
Region X	Lanao del Norte	Tagoloan NHS	304021	30
Region X	Lanao del Norte	Tangcal NHS (Annex Magsaysay NHS)	315103	48
Region X	Lanao del Norte	Arsenio A. Quibranza NHS (LINAHS)	304002	144
Region X	Lanao del Norte	Lanao del Norte Provincial Science and Technology HS (former Malingao NHS (Annex New Pualas NHS)	315102	236
Region X	Lanao del Norte	Teofila C. Quibranza NHS (New Pualas NHS)	304015	291
Region X	<b>Malaybalay City Total</b>			<b>7,276</b>
Region X	Malaybalay City	Bangcod National High School	303946	871
Region X	Malaybalay City	Bukidnon NHS	303950	3,316
Region X	Malaybalay City	Bukidnon NHS - Annex Dalwangan	<del>325504</del>	152
Region X	Malaybalay City	Bukidnon NHS - Annex Imbayao	325503	43
Region X	Malaybalay City	BUSTS	500409	96
Region X	Malaybalay City	Can-ayan IS	500245	173
Region X	Malaybalay City	Casisang NHS	314914	139
Region X	Malaybalay City	Kalasangay NHS	314915	68
Region X	Malaybalay City	Malaybalay City National Science HS	314904	468
Region X	Malaybalay City	Malaybalay City NHS	314916	107
Region X	Malaybalay City	Managok NHS	303973	287
Region X	Malaybalay City	Managok NHS - Annex Lalawan	325501	117
Region X	Malaybalay City	Managok NHS - Misamis Annex	314920	99
Region X	Malaybalay City	San Martin Agro-Industrial NHS	303982	329
Region X	Malaybalay City	SHS within Casisang CS	341061	788
Region X	Malaybalay City	Silac NHS	303984	134
Region X	Malaybalay City	ST. PETER NATIONAL HIGH SCHOOL	314905	91
Region X	<b>Misamis Occidental Total</b>			<b>8,021</b>
Region X	Misamis Occidental	Aloran Trade HS	304024	1,213
Region X	Misamis Occidental	Baliangao SOF	304025	284
Region X	Misamis Occidental	Roque L. SU MNHS (Mabini NHS)	304042	50
Region X	Misamis Occidental	Bonifacio NHS	304028	281
Region X	Misamis Occidental	Diwat National High School	304034	408
Region X	Misamis Occidental	Ignacio Tan MIS	315204	159
Region X	Misamis Occidental	Upper Usugan National Comprehensive High School	315201	15
Region X	Misamis Occidental	Celamba CNHS	304030	380
Region X	Misamis Occidental	Clarín NHS	304031	1,593
Region X	Misamis Occidental	Concepcion NHS	304033	81
Region X	Misamis Occidental	Don Victoriano NHS	304035	111