



Republic of the Philippines  
**Department of Education**  
REGION X- NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

DM2020-03-124  
DEPED MALAYBALAY CITY DIVISION  
RELEASED  
DATE MAR 05 2020  
BY: [Signature]

**DIVISION MEMORANDUM**

NO. 124, s. 2020

TO: Elementary and Secondary School Financial Staff  
Accounting and Budget Services  
All Others Concerned  
This Division

FROM: **VICTORIA V. GAZO, Ph.D., CESO V**  
Schools Division Superintendent

DATE: March 4, 2020

SUBJECT: **SEMINAR ON GOVERNMENT ACCOUNTING AND SKILLS  
TRAINING FOR FINANCE PERSONNEL**

1. DepEd Malaybalay aims to become an ICON for Human Resource excellence by developing the competencies and skills of its employees which is in line with its commitment in integrating and enhancing the Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM).
2. To enhance the competencies and skills of finance personnel, the Division Office through the Accounting and Budget Services shall hold a three-day training on *March 17-20, 2020 at Saddle Ridge Camp, Dahilayan, Manolo Fortich Bukidnon.*
3. At the end of this activity, participants shall be able to:
  - a. Understand the concepts in the grant, utilization and liquidation of government expenditures and government accounting;
  - b. Enhance the administrative, communication, information technology and general skills;
  - c. Appreciate ethics and values integration in the performance of their functions.
4. Transportation and other related expenses shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

Enclosure : List of Participants

**TO BE POSTED ON WEBSITE**



Purok 6, Casisang, Malaybalay City  
Telefax (088) 314-0094  
Email: Malaybalay.city@gmail.com

No.	Name of School	Name	Position
1	Bangcud Central School	Airiel E. Gulle	Administrative Assistant II
2	Zamboanguita Central School	Bless Joyce T. Talaroc	Administrative Assistant II
3	Silae National High School	Bob Fortune C. Maskariño	Administrative Assistant II
4	Casisang Central Integrated School - Elementary	Calvin B. Cruz	Administrative Assistant II
5	Can-ayan Integrated School - Elementary	Chrizel Jane S. Alarcon	Administrative Assistant II
6	Sumpong Central School	Corazon C. Pasulojan	Administrative Assistant II
7	Airport Village Elementary School	Geneth L. Mutia	Administrative Assistant II
8	Malaybalay City National High School	Gladys S. Alonzo	Administrative Assistant II
9	San Martin Elementary School	Irene Joy G. Dayo	Administrative Assistant II
10	Managok Central School	Irene U. Dela Calsada	Administrative Assistant II
11	Malaybalay City National Science High School	Jayson E. Butal	Administrative Assistant II
12	Linabo Central School	Jeanne Crisel Joy C. Gamalo	Administrative Assistant II
13	Kalasungay Central School	Juvy Ann N. Coquilla	Administrative Assistant II
14	Managok National High School	Karole Lenin T. Tirol	Administrative Assistant II
15	Aglayan Central School	Lance M. Jamago	Administrative Assistant II
16	Malaybalay City Central School	Lee A. Ejem	Administrative Assistant II
17	Bangcud National High School	Normelyn C. Lumile	Administrative Assistant II
18	Dalwangan Elementary School	Welrose A. Delos Reyes	Administrative Assistant II
19	Dalwangan National High School- SHS	Phoebe Mae P. Barsobia	Administrative Assistant II
20	Kalasungay National High School - SHS	Barbette Fame R. Diabordo	Administrative Assistant II
21	Can-ayan Integrated School - SHS	Alve Anne Christy B. Bendijo	Administrative Assistant II
22	Imbayao National High School- SHS	Robert John M. Solito	Administrative Assistant II
23	Casisang National High School - SHS	Irish D. Clarete	Administrative Assistant II
24	Malaybalay City National High School - SHS	Katleen Kristy M. Baul	Administrative Assistant II
25	Malaybalay City National Science High School - SHS	Laureen Marie L. Limena-Ricarte	Administrative Assistant II
26	Bangcud National High School - SHS	Feonna C. Cajes	Administrative Assistant II
27	San Martin Agro-Industrial High School - SHS	Dayanara A. Mallari	Administrative Assistant II
28	Managok National High School - SHS	Ivan Ray B. Pojas	Administrative Assistant II
29	Lalawan National High School- SHS	Ness Viola M. Borres	Administrative Assistant II
30	Miglamín National High School- SHS	Nelvin H. Armecin	Administrative Assistant II
31	Silae National High School - SHS	Waldemar D. Padla	Administrative Assistant II
32	St. Peter National High School - SHS	Amado B. Apostol Jr.	Administrative Assistant II
33	Bangcud Central School	Joseph Jason A. Lim	Administrative Assistant III
34	Zamboanguita Central School	Edwin C. Espilita	Administrative Assistant III
35	Casisang Central Integrated School - Elementary	Gindy O. Lambiguit	Administrative Assistant III
36	Can-ayan Integrated School - Elementary	Jeralyn G. Balansag	Administrative Assistant III
37	Sumpong Central School	Manilyn P. Reyes	Administrative Assistant III
38	Airport Village Elementary School	Coleen A. Rabanes	Administrative Assistant III
39	Malaybalay City National High School	Joe Randy H. Israel	Administrative Assistant III
40	Managok Central School	Edwin L. Lianda	Administrative Assistant III
41	Malaybalay City National Science High School	Lourenil M. Lim	Administrative Assistant III
42	Linabo Central School	Jona A. Borres	Administrative Assistant III
43	Kalasungay Central School	Maria Liza A. Bahian	Administrative Assistant III
44	Managok National High School	Novilyn G. Palma	Administrative Assistant III
45	Aglayan Central School	Gwendolyn G. Quirong	Administrative Assistant III
46	Malaybalay City Central School	Anabelle B. Miquiabas	Administrative Assistant III
47	Bangcud National High School	Gerardo C. Pasia, Jr.	Administrative Assistant III
48	Dalwangan Elementary School	Michael Angelo D. Deslate	Administrative Assistant III
49	Casisang Senior High School	Jennifer B. Romanillos	Administrative Assistant II
50	Casisang Senior High School	Sheila Joy B. Tubeo	Administrative Officer II
51	Casisang Senior High School	Jade Grace C. Cabañelez	Administrative Assistant II
52	Bukidnon National High School	Yeyeth B. Cabalquinto	Administrative Aide IV
53	Bukidnon National High School	Estrella E. Carin	Administrative Assistant II
54	Bukidnon National High School	Dhairyl Jean C. Fajardo	Administrative Assistant III
55	Bukidnon National High School	Lorna Bethel Rae M. Lapeciros	Administrative Officer II
56	Bukidnon National High School	Anna Angela C. Saplot	Administrative Assistant II
57	Division Office	Evelyn Joy V. Don	Administrative Assistant II
58	Division Office	Evangeline P. Bahian	Administrative Assistant III

59	Division Office	Shella Novie A. Canson	Administrative Assistant I
60	Division Office	Roxel G. Oplenaria	Senior Bookkeeper
61	Division Office	Clementina O. Madronero	Senior Bookkeeper
62	Division Office	Cherry Faye T. Peligrino	Administrative Assistant II
63	Division Office	Nelly L. Salga	Senior Bookkeeper
64	Division Office	Rhysa Cyle C. Rosalejos, CPA	Accountant III
65	Division Office	Sibyl L. Maputi	Budget Officer III
66	Division Office	Don A. Deximo	Administrative Assistant III
67	Division Office	Ariel L. Garcia	Administrative Assistant III
68	Division Office	Joseph L. Garcia	Administrative Assistant III
69	Division Office	Alvin John D. Labata	COS
70	Division Office	Junnie Von B. Tandayag	Administrative Assistant II
71	Division Office	Pamela L. Astudillo	Administrative Assistant III
72	Division Office	Mayela Lou A. Mellomida	Administrative Assistant III
73	Division Office	Jessah Mae M. Gordo	Administrative Assistant III
74	Division Office	Janine M. Nericoa	Administrative Assistant III
75	Division Office	Aprille Mae H. Bandong	Administrative Assistant III
76	Division Office	Ruel T. Brigole	Administrative Assistant III
77	Division Office	Cheryl Jane C. Peñalosa	Administrative Assistant III
78	Division Office	Janice M. Bautista	Senior Bookkeeper
79	Division Office	Neil Mar B. Cruzado	Administrative Assistant III
80	Division Office	Bonna B. Lincasan	Administrative Assistant III
81	Division Office	Ma. Leizel Q. Damasco	Administrative Assistant II