

Republic of the Philippines

Pepartment of Education
REGION X- NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

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DIVISION MEMORANDUM

NO. <u>020</u> , s. 2023

To:

Assistant Schools Division Superintendent

Chief Education Supervisors, CID and SGOD Public Elementary and Secondary School Heads

All Others Concerned

This Division

FROM:

VICTORIA **V. GAZO, P**hD, CĘSO V

Schools Division Superintendent

DATE:

January 23, 2023

SUBJECT:

SCHEDULE OF LIQUIDATION OF SCHOOL MOOE FOR CY 2023

1. The deadline for the submission of Liquidation Reports and other supporting documents for the liquidation of School MOOE for CY 2023 are set as follows:

Month	Day 1	Day 2	Late Submission
January and February, 2023	March 7, 2023	March 8, 2023	March 20, 2023
March, 2023	April 6, 2023	April 7, 2023	April 20, 2023
April, 2023	May 4, 2023	May 5, 2023	May 19, 2023
May, 2023	June 6, 2023	June 7, 2023	June 20, 2023
June, 2023	July 5, 2023	July 6, 2023	July 20, 2023
July, 2023	August 8, 2023	August 9, 2023	August 21, 2023
August, 2023	September 5, 2023	September 6, 2023	September 20, 2023
September, 2023	October 5, 2023	October 6, 2023	October 20, 2023
October, 2023	November 7, 2023	November 8, 2023	November 20, 2023
November, 2023	December 5, 2023	December 6, 2023	December 14, 2023
December, 2023	December 15, 2023		January 3, 2024

2. Refer to Division Memorandum 081, s. 2021 for the Guidelines on the Liquidation of School MOOE.



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City Telefax No.: 088-314-0094; Telephone No.: 088-813-1246

Email Address: malaybalay.city@deped.gov.ph





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3. Further, the clustered schools per Senior Bookkeeper shall liquidate based on the schedule set below:

.,	N 60 1 P 11	Total School	No. of School
No.	Name of Senior Bookkeeper	MOOE	Accounts Handled
	ŋ	Pay 1	
1	Sheila Joy B. Tubeo	1,802,000.00	3
2	Karole Lenin T. Tirol	2,272,000.00	4
3	Gindy O. Lambiguit	2,622,000.00	6
4	Alvin D. Labata	2,623,000.00	7
5	Maria Liza A. Bahian	2,797,000.00	7
6	Lee A. Ejem	2,874,000.00	8
7	Anil U. Quindala	2,880,000.00	6
8	Jona A. Borres	2,904,000.00	2
9	Joseph Jason A. Lim	2,960,000.00	7
10	Maria Liezel Q. Damasco	3,100,000.00	2
11	Louella Christie T. Jaculbe	3,301,000.00	7
		Total	59
	Γ	Day 2	
1	Edwin L. Lianda	3,132,000.00	8
2	Edwin C. Espelita	3,137,000.00	9
3	Liezel U. Padrones	3,210,000.00	10
4	Michael Angelo D. Deslate	3,239,000.00	6
5	Gwendolyn G. Quirong	3,387,000.00	10
6	Joy Mae H. Anecio	4,560,000.00	10
		Total	53

4. For compliance.

TO BE POSTED IN THE WEBSITE
Copy furnished: Records Section
Accounting Unit



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