



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

2023-84627
DM-2023-11-494
DEPED MALAYBALAY CITY DIVISION
RELEASED
NOV 15 2023 Time: 2:22
EJ: *[Signature]*

November 15, 2023

DIVISION MEMORANDUM

NO. 494, s. 2023

TO: Chief Education Supervisor and Staff, Curriculum Implementation Division
Chief Education Supervisor and Staff, Schools Governance and Operations Division
Elementary and Secondary School Heads
School Administrative Officers
This Division

FROM: **CHERRY MAE I. LIMBACO-REYES**
Schools Division Superintendent *[Signature]*

Re: **SCHOOL-BASED FINANCIAL MANAGEMENT TRAINING FOR
SCHOOL ADMINISTRATORS**

1. In order to improve efficiency, accountability and transparency in the schools, the Division Office through the Human Resource Development Unit and Finance Services will conduct a School-Based Financial Management Training for School Heads on **November 30, 2023 at exactly 8:00 a.m. at Veranda Grand Hall, Casisang, Malaybalay City.**
2. This activity aims:
 - a. To enhance knowledge in fiscal management and its policies, guidelines and issuances.
 - b. To develop knowledge in guidelines of Special Education Fund and COA suspensions and disallowances.
 - c. To incorporate gender responsiveness in the implementation of programs, projects and activities in the schools.
3. Attached to this Memorandum are the list of participants and program of activities. Kindly confirm your attendance at <http://bit.ly/SBFMTraining> on or before **November 22, 2023.**
4. Travel expenses relative to this shall be charged against School MOOE subject to availability and the existing accounting and auditing rules and regulations.
5. Queries relative to this may be relayed to Ms. Sibyl L. Maputi, Administrative Officer V of Finance Services of this Office at 09175294358.



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
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Email Address: malaybalay.city@deped.gov.ph



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LIST OF PARTICIPANTS**School Heads**

No.	Last Name	First Name	M.I	School
1	Hisona	Noemi	V.	Capitan Angel IS
2	Bacang, Jr.	Juan	B.	Dalwangan ES
3	Quemado	Edsel James	R.	Dalwangan National High School
4	Alas	Flavio Jr.	D.	Dalwangan National High School
5	Flores	Danny	S.	Damitan Elementary School
6	Perino	Genevieve	P.	Kalasangay CS
7	Gantalao	Arlene	C.	Kalasangay NHS
8	Minao	Paulina	M.	New Ilocos Elementary School
9	Tandog	Marylan	G.	Patpat Elementary School
10	Villaflores	Jonathan	G.	Baganao Elementary School
11	Docdocil	Nyms	M.	Can-ayan IS (Elem)
12	Pabillaran	Demie	J.	Candiisan IS
13	Abugan	Bernie	M.	Incalbog ES
14	Rosalejos	Ranier	M.	Kibalabag IS (Secondary)
15	Ronolo	Noralyn	P.	Kilap-agan Integrated School
16	Reyes	Ma. Sofia	S	Manalog IS (Elementary)
17	Lingayon	Leah	B.	Manalog IS (Secondary)
18	Gumayao	Mary Fe	C.	Sumpong CS
19	Dela Peña	John Mark	C.	Tagilanao Elementary School
20	Adrivan	Almejandro	R.	Tintinaan ES
21	Olana	Susan	S.,	Bukidnon NHS
22	De la Cruz	Norven Sul	Y	Imbayao ES
23	Gambi	Glenn	M.	Imbayao National High School
24	Canubas	Cresilda	L.	Sta. Ana Elementary School
25	Valde	Armand Anthony	S.	BCT ES
26	Bateriza	Berna	G.	Brgy. 9 Elementary School
27	Onipa	Rosabella	B.	Casisang NHS
28	Ama	Leny	G.	Malaybalay City CS
29	Buhawe	Benjamin	M.	Airport Village ES
30	Padua	Narita	T.	Casisang Central IS (Elem)
31	Catane	Gretchen	V.	Casisang Central IS (JHS)
32	Rarogal	John	P.	Casisang SHS
33	Galler	Abel	P.	Mabuhay IS (Elem)
34	Ongkiatco	Romulo	L.	Malaybalay City National High School
35	Rojas	Amor Celeste	P.	Natid-asan Elementary School
36	Caballero	Nelita	J.	Panamucan ES
37	Ombayan	Raquel	S.	San Jose Elementary School
38	Crusio	Rulyn	Z.	Aglayan Central School
39	Montañez	Fermar	M.	Balangbang Elementary School
40	Baja	Nairobi Jose	B.	Bendolan ES
41	Quilaton	Gina	B.	Cabangahan Elementary School
42	Berial	Cythia	T.	Laguitas ES
43	Rabino	Maria Ella	S	Magsaysay Integrated School
44	Cruz, Jr.	Jose	B.	Malaybalay City National Science High School
45	Sumanduran	Roy	C.	Mapayag Integrated School
46	Gupana	Eduard	G.	Apo Macote NHS
47	Rojas	Sonny	M.	Bangcud Central School

LIST OF PARTICIPANTS**School Heads**

No.	Last Name	First Name	M.I	School
48	Orong	Paul	O.	Bangcud NHS
49	Alboroto	Lorna	C.	Binalbagan Elementary School
50	Balicanta	Servillano	B.	Calawag Elementary School
51	Leono	Romel	B.	Dapulan Elementary School
52	Jabonero	Romil	T.	Luyungan High School
53	Berondo	Alberto	V.	Macote ES
54	Reyes	Renato	R.	Padernal Elementary School
55	Caballero	Nimfa	A	Simaya IS
56	Pulido	Myrna	D.	Isabela Ayala Gonzales Elementary School
57	Acasio	Maria Shiela	E.	Lalawan Elementary School
58	Abecia	Roel	F.	Lalawan National High School
59	Ontoy, Jr.	Teofilo	L.	Linabo Central School
60	Tuquib	Mark Douglas	M.	Paiwaig ES
61	Israel	Maitelle	B.	San Martin Agro-Industrial National High School
62	Daga-ang	Jonathan	T.	San Martin-Sinanglanan Elementary School
63	Padua	Paul Patrick	T.	San Roque ES
64	Halina	Arimateo	B.	Sawaga ES
65	Francisco	Naomi	T.	Bagong Silang Elementary School
66	Cabaling	Vincent	M.	Dumayas Elementary School
67	Bello	Genelyn	G.	Langasih Elementary School
68	Tortola	Al Grant	L.	Lunokan ES
69	Salem	Evelyn	E.	Maligaya Elementary School
70	Barcena	Ricky	S.	Managok Central School
71	Abejuela, III	Pastor	P.	Managok NHS
72	Bacul	Brendo	A.	Matangpatang ES
73	Ocier	Daniel	h	Miglamín Elementary School
74	Ducusin	Argie	B.	Miglamín National High School
75	Aclub	Rene	A.	Busdi IS (Elem.)
76	Pancho	Neri	C.	Busdi IS (Secondary)
77	Ombayan	Jemma		Caburacanan Elementary School
78	Pataca	Ariel	J.	Indalasa Elementary School
79	Glinogo	Venus	L.	Kibalabag Elementary School
80	Baluran	Caren James	A.	Kulaman Elementary School
81	Maganding	Lloyd	L.	Mapulo Elementary School
82	Sagayoc	Wensley	B.	Pighalugan Elementary School
83	Plazos	Dominel	E.	Pigpamulahan Elementary School
84	Plazos	Don Kevin Gil	E.	Silae ES
85	Okit	Janryl Louis	L.	Silae NHS
86	Oludin	Lester Dave	G.	St. Peter Elementary School
87	Minoza	Rogelio	M.	St. Peter NHS
88	Lagunday	Merry	D.	Tuburan IS
89	Maestrado	Victor	F.	Zamboanguita Central School

LIST OF PARTICIPANTS

Administrative officers

No.	NAME
1	BAHIAN, EVANGELINE PADAYOGDOG
2	BANDONG, APRILLE MAE HARO
3	BENIJO, ALVE ANNE CHRISTY BIONG
4	BORRES, NESS VIOLA MORENO
5	BRIGOLE, RUEL TANTAN
6	CANSON, SHELLA NOVIE AROSCO
7	CONOL, ARCHILLE BAUTISTA
8	DAYO, IRENE JOY GULMAYO
9	DELA CERNA, MONABETH PACUÑO
10	DELOS REYES, WELROSE ALIP
11	DESALAN, JOCARDO BOYBANTING
12	DEXIMO, DON ABALDE
13	EVANGELISTA, RHYNA FE MAQUIISO
14	FAJARDO, DHAIRYL JEAN CARPENTERO
15	GALORIO, CELESTE GANZO
16	GARCIA, JOSEPH LUPAC
17	ISRAEL, JOE RANDY HIBAYA
18	LAPECIROS, LORNA BETHEL RAE MONTEMAYOR
19	LINCASAN, BONNA BUHAT
20	MADRONERO, CLEMENTINA ONTONG
21	MEDIDAS, ANGELI ANN TUPAS
22	MIQUIABAS, ANABELLE BULAQUEÑA
23	NERICOA, JANINE MANLUNAS
24	PASQUIL, JERALYN BALANSAG
25	PEÑALOSA, CHERYL JANE CABUSAS
26	RAMOS, GODISA MATURAN
27	TUBEO, SHEILA JOY BRIGOLI

LIST OF SPEAKERS/TECHNICAL WORKING GROUP

No.	NAME	POSITION
1	Rhysa Cyle C. Rosalejos. CPA	Accountant III
2	Sibyl L. Maputi	Budget Officer III
3	Novilyn G. Palma	Administrative Officer II
4	Mayela Lou A. Mellomida	Administrative Assistant III
5	Elaine Joy B. Baula	Administrative Assistant III
6	Darry D. Tuminao	Administrative Assistant I
7	Glaive May D. Mulawan	Administrative Aide VI
8	Maria M. Presores	Administrative Aide - Job Order
9	Ian Augustus Nunez	Public Health Nurse I
10	Edelina M. Eborá	SEPS - M & E
11	Woodrow Wilson B. Merida	SEPS - HRD

PROGRAMME

MR. DARRY D. TUMINAO & MS. GLAIVE MAY D. MULAWAN
HOST

TIME	Activity	Person In Charge
8:30 AM - 9:00 AM	PRELIMINARIES	SECRETARIAT
9:00 AM - 10:30 AM	FISCAL MANAGEMENT: POLICIES, GUIDELINES AND ISSUANCES	MS. RHYSA CYLE C. ROSALEJOS, CPA DEPED MALAYBALAY CITY
10:30 AM - 12:00 PM	GUIDELINES ON SPECIAL EDUCATION FUND	MS. ARLENE A. HO CITY BUDGET OFFICER CITY GOVERNMENT OF MALAYBALAY
12:00 PM - 1:00 PM	LUNCH BREAK	
1:00 PM - 2:30 PM	GENDER AND DEVELOPMENT	DR. SANSEHRY B. DELOS SANTOS, ASSISTANT PROFESSOR I BUKIDNON STATE UNIVERSITY
2:30 PM - 4:30 PM	RULES AND REGULATIONS ON SETTLEMENT OF ACCOUNTS	MS. SARAH JANE B. NAPISA, STATE AUDITOR IV COMMISSION ON AUDIT
4:30 PM - 5:00 PM	CLOSING PROGRAM	SECRETARIAT

MATATAG

Bansang Makabata  Batang Makabansa

