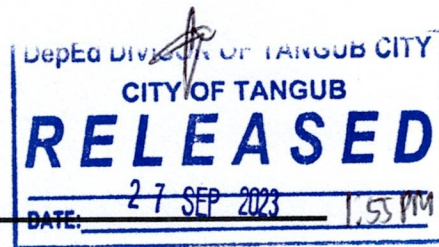




Republic of the Philippines
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September 26, 2023

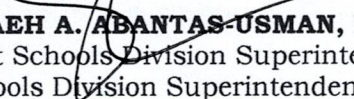
DIVISION MEMORANDUM

No. 774, s. 2023

To: Curriculum Implementation Division
School Governance and Operations Division
Office of Schools Division Superintendent
Elementary and Secondary School Heads
Administrative Assistants
This Division

**DIVISION WORKSHOP FOR THE PREPARATION AND PRESENTATION OF FY 2024
SCHOOLS' BUDGET EXECUTION DOCUMENTS (BEDS)**

1. The Division Workshop for the Preparation of FY 2024 Schools' Budget Execution Documents is scheduled on October 19-20, 2023 for Batch 1 and 2, at Division Conference Hall, Division Office, Mantic, Tangub City 8:00 AM to 5:00 PM.
2. This workshop aims to:
 - 2.1 standardized financial Office operations;
 - 2.2 Provide better understanding on the importance of budget plans;
 - 2.3 Equip the school heads with knowledge and skills in prioritization and programming of funds;
 - 2.4 Schedule procurement activities for common-used supplies and services; and
 - 2.5 Provide technical assistance in preparing financial and operational plans.
3. Meals and snacks are chargeable against division local funds subject to usual accounting, auditing rules and regulations.
4. The participants are expected to bring laptop, power extension cord, portable Wifi device and a copy of Approved School Improvement Plan (SIP) and later to present their outputs to the assigned panellists. It is hereby encouraged to prepare in advance the Schools' Plans 2024.
5. Identified participants are required to inform this Office in writing on or before October 10, 2023 if in case he/she cannot join in this seminar-workshop with valid or justifiable reasons and to send ahead the name of any authorized representative at accounting_tangub@yahoo.com.
6. Enclosed is the list of participants.
7. Immediate and wide dissemination of this Memorandum is enjoined.


SHAMBAEH A. ABANTAS-USMAN, PhD, CESE
Assistant Schools Division Superintendent
OIC-Schools Division Superintendent



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SCHOOLS DIVISION OF TANGUB CITY

LIST OF PARTICIPANTS

Division Workshop for the Preparation and Presentation
Of FY 2024 Schools' Budget Execution Documents (BEDs)
October 19, 2023

BATCH 1

Division Office Personnel

No.	Name of Participants	Designation	Station
1	DR. SHAMBAEH A. ABANTAS-USMAN	SDS	Division Office
2	LORENA P. SERRANO	ASDS	Division Office
3	LORNA C. PEÑONAL	Chief, SGOD	Division Office
4	ANGELINA B. BUARON	Chief, CID	Division Office
5	DELMA R. DENAPO	AO-V	Division Office
6	ANNA DAPHNE C. MUGAR	Accountant III	Division Office
7	MARITES C. SUMINGUIT	BO-III	Division Office
8	JUN CLIFFORD C. ESTRELLA	Dentist -II	Division Office
9	MOHAMAD BATINGOLO	DRRMO-II	Division Office
10	ENGR. WILSON M. OZARAGA	Division Engineer	Division Office
11	ALDEN M. ANTONIO	ITO- III	Division Office
12	RONIE SENARILLOS	AO-IV/ Supply Officer	Division Office
13	RONELIE S. CANILLAS	AA-III	Division Office
14	KRIZZA LORRAINE D. QUICOY	Cashier-II	Division Office
15	CHRISTINE F. BURLAT	AA-III	Division Office
16	VIRGINIA U. FERNANDEZ	AA-III	Division Office
17	ANNA LOU B. FLORES	AA-II	Division Office
18	SHEILA P. ACACIO	AA-II	Division Office
19	AILME F. GALARIANA	AA-II	Division Office
20	AIREL L. OYAO	AA-II	Division Office
21	CHEMARSELLIN C. PABOTOY	AA-II	Division Office
22	JESTINE MAE U. FERNANDEZ	ADA-VI	Division Office
23	JHINN E. EWICAN	ADA-I	Division Office
24	ANNIE M. PEÑAS	AA-III	Division Office
25	JANREY M. ARABEHO	AA-I	Division Office
26	JOSEPH HENRY S. SARTO	ADA-I	Division Office



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Elementary/Integrated/Secondary Schools

NAME OF SCHOOL HEAD	NAME OF SCHOOL	DEIGNATION	NAME OF ADA
NILDIE A. MALABOSA	NORTH B	District-in-Charge	
MARGIE E. MANLANGIT	BITOON PS	School Head	RODOLFO GERALDIZO
BERNADITH M. LUCRESIO	BONGABONG ES	School Head	RUCHEL BOLANO
ELNA MENTANG	BONGABONG NHS	School Head	JAIREN REY PATULADA
ARNOLD CANAS	BRGY TRES ES	School Head	MARILOU CALONSAG
CHRISTOPHER TRONIADO	ISIDRO D. TAN ES	School Head	JOY DATOY
SEGUNDO DATOY	MANGA ES	School Head	RODOLFO GERALDIZO
MARGIE E. MANLANGIT	MINSUBONG ES	School Head	RUCHEL BOLANO
ANNABELLE CONOL	SILANGA ES	School Head	JULIE UNGAB
SHIERLY C. ALIVIO	SOUTH A	District-in-Charge	
EVELYN RODRIGUEZ	CANIANGAN NHS	School Head	MARICEL LAMPERA
ELIZABETH VIRTUDAZO	GARANG ES	School Head	ELISA GOMEZ
STEPHEN F. HONCULADA	LABUYO ES	School Head	ELISA GOMEZ
JOMAR REYES	PRENZA ES	School Head	JULIE UNGAB
ROGER A. BARIL	MAQUILAO IS (CENTER)	School Head	MELDRED PEREZ
ANNA MICHELLE CANETE (TIC)	SAN ANTONIO ES	School Head	MARICEL LAMPERA
MARLON SALVADOR	TAGUITE ES	School Head	JAIREN REY PATULADA
RITCHE MENDOZA	VIDASTO CARILLO ES	School Head	JULIE UNGAB
MARILYN C. BANAWAN	SOUTHWEST A	District-in-Charge	
CHARENCE YACK	BALATACAN BEACH PS	School Head	JULIE B. UNGAB
MELINDA LOMPAYAO (TIC)	BALATACAN ES	School Head	SHERLY AMEMONG
DELIO A. FUENTES	BOCATOR ES	School Head	JULIEFE TUMILAP
JAMES MICHAEL TRONIADO	GUINABOT ES	School Head	JEREM CANDANO
ROBERTA SINGGIT	PANALSALAN ES	School Head	JEREM CANDANO
RICHEL ONGCOL	PANGABUAN IS	School Head	LEOMAR ABATAYO
DORRIS JORNALES	SAN VICENTE ES	School Head	SHERLY AMEMONG
NAOMIE TORILLO	SILANGIT ES	School Head	JEREM CANDANO
VIVIAN Q. QUINDAO	SILANGIT NHS	School Head	HAROLD CANETE
RONALD LOMPAYAO	TUGAS ES	School Head	SHERLY AMEMONG
LEAH FE T. ORDENIZA (TIC)	TUMATYAG PS	School Head	MAIDELLIN BANTILAN
GERMAN C. SUMINGUIT	SOUTHWEST B	District-in-Charge	
BENJAMIN BERENGUEL	PAITON IS	School Head	SHIELA ACASIO



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RONEL MANGINDO	KAMPIT PS	School Head	HAROLD CANETE
MAE S. JURADO	MATUGNAO ES	School Head	MARICEL LAMPERA
JOSEPH MALALIS (TIC)	OWAYAN ES	School Head	SHIELA ACASIO
MAYETH REMULTA	SICOT ES	School Head	SHIELA ACASIO
CHRISTOPHER MACALISANG (TIC)	SIMASAY ES	School Head	JENNYLIE MANGUBAT
GLADYS ANN CUASITO	SIMASAY NHS	School Head	JENNYLIE MANGUBAT
NONITO BANAWAN	SUMIRAP CS	School Head	SHERLY AMEMONG
WARREN CANOLO	SUMIRAP NHS	School Head	NELIA CLARO

LIST OF PARTICIPANTS

Division Workshop for the Preparation and Presentation
of FY 2024 Schools' Budget Execution Documents (BEDs)
October 20, 2023

BATCH 2

Division Office Personnel

No.	Name of Participants	Designation	Station
1	DR. SHAMBAEH A. ABANTAS-USMAN	SDS	Division Office
2	LORENA P. SERRANO	ASDS	Division Office
3	LORNA C. PEÑONAL	Chief, SGOD	Division Office
4	ANGELINA B. BUARON	Chief, CID	Division Office
5	DELMA R. DENAPO	AO-V	Division Office
6	ANNA DAPHNE C. MUGAR	Accountant III	Division Office
7	MARITES C. SUMINGUIT	BO-III	Division Office
8	JUN CLIFFORD C. ESTRELLA	Dentist -II	Division Office
9	MOHAMAD BATINGOLO	DRRMO-II	Division Office
10	ENGR. WILSON M. OZARAGA	Division Engineer	Division Office
11	ALDEN M. ANTONIO	ITO- III	Division Office
12	RONIE SENARILLOS	AO-IV/ Supply Officer	Division Office
13	RONELIE S. CANILLAS	AA-III	Division Office
14	KRIZZA LORRAINE D. QUICOY	Cashier-II	Division Office
15	CHRISTINE F. BURLAT	AA-III	Division Office
16	VIRGINIA U. FERNANDEZ	AA-III	Division Office
17	ANNA LOU B. FLORES	AA-II	Division Office
18	SHEILA P. ACACIO	AA-II	Division Office



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19	AILME F. GALARIANA	AA-II	Division Office
20	AIREL L. OYAO	AA-II	Division Office
21	CHEMARSELLIN C. PABOTOY	AA-II	Division Office
22	JESTINE MAE U. FERNANDEZ	ADA-VI	Division Office
23	JHINN E. EWICAN	ADA-I	Division Office
24	ANNIE M. PEÑAS	AA-III	Division Office
25	JANREY M. ARABEHO	AA-I	Division Office
26	JOSEPH HENRY S. SARTO	ADA-I	Division Office

Elementary/Integrated/Secondary Schools

NAME OF SCHOOL HEAD	NAME OF SCHOOL	DESIGNATION	NAME OF ADA
TITCHIE NEE F. ROLOMA	CENTRAL A	District-in-Charge	
JOFORD B. MAGANTE	BALUC ES	School Head	RUCHEL BOLANO
JUANILDA TORRES	KATAGAN ES	School Head	RUCHEL BOLANO
LOROMER CARPIO	KAUSWAGAN ES	School Head	ALICE TRONIADO
ARLYN CUAMBOT	KIMAT ES	School Head	ALICE TRONIADO
EDGARDO G. MALAUBANG JR.	LUMBAN ES	School Head	MARILOU CALONSAG
IVY T. LAGAT	SAN APO ES	School Head	ELISA GOMEZ
SUSAN LIBONFACIL	STA CRUZ ES	School Head	ELISA GOMEZ
JELLY A. ANTIPUESTO (TIC)	STO. NINO ES	School Head	ALICE TRONIADO
JUNNIFER G. GUTANG	TCCS (CENTER)	School Head	FRECHE ARABEJO
MARISTEL B. GUTANG	MATHS	School Head	ABIGAIL MORALES
MA. SHERWIN C. ALDUHEZA	CENTRAL B	District-in-Charge	
CHRISTY ENOC	TCNHS	District-in-Charge	CHERYLYN URBANO
ELEAZAR B. PENONAL	NORTH A	District-in-Charge	
CHRISTINE TORTUGO	BANGLAY ES	School Head	ANGELITA CATIPAY
JOHNNY CANDALEZA	CAPALARAN ES	School Head	ANGELITA CATIPAY
REMILIO TANO	CAPALARAN WEST	School Head	RODOLFO GERALDIZO
LEMUEL BURLAT (TIC)	HOYOHOY ES	School Head	ANGELITA CATIPAY
CHERYNITO MONSUBRE (TIC)	SALIMPUNO ES	School Head	JAIREN REY PATULADA
ANNALYN QUIAP	STA. MARIA CS	School Head	JOY DATOY
FE ABELLA	TITURON ES	School Head	JULIE UNGAB
ROLAND GOMEZ	VILLABA ES	School Head	ANGELITA CATIPAY
BEVERLY RAAGAS	BANGLAY NHS	School Head	ERLA FUENTES
JUDY MARIE F. CABRERA	STA. MARIA NHS	School Head	KAREN RESURRECCION



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NILDIE A. MALABOSA	NORTH B	Distict-in-Charge	
DIOSDADA TROMPETA (TIC)	MALORO IS(CENTER)	School Head	RHEABELLE HUERTAS
LIGAYA CABALAN	POLAO IS (CENTER SCHOOL)	School Head	LEONORA GULLE
NILO F. LUMAYOT		Distict-in-Charge	
JOSELITO ROSALIJOS	BINTANA IS	School Head	ARMANDO CABAUG
HERLYN SENARILLOS	LORENZO TAN NHS	School Head	RODRIGO TELMO
NILO F. LUMAYOT	SOUTH B	District-in-Charge	
CORAZON PUEBLAS	AQUINO ES	School Head	JULIEFE TUMILAP
HONEY LEE TUAL (TIC)	GUINALABAN ES	School Head	HAROLD CANETE
JOSE GLENN PAYOT	LORENZO TAN MCS (CENTER SCHOOL)	School Head	JULIEFE TUMILAP
CARLOS SINGGIT	PANGABUAN BEACH ES	School Head	JEREM CANDANO