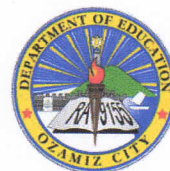





Republic of the Philippines
Department of Education
Region X
DIVISION OF OZAMIZ CITY
Ozamiz City



DIVISION MEMORANDUM
No. 279 , s. 2016

To : Elementary and Secondary School Heads
Non-Implementing Units
This Division

From :  REBONGAMIL R. BAGUIO *g.*
Schools Division Superintendent

Subject : Simultaneous Downloading of Regular MOOE Allocation, SHS MOOE Allocation, DICP Funds and School-to-School Partnership Funds

Date : September 28, 2016

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1. This is to inform all concerned school heads of the downloading of the following funds for the months of August until December 2016:
 1. Regular MOOE Allocation per GAA 2016
 2. SHS MOOE Allocation
 3. DICP Funds
 4. School-to-School Partnership Funds
 2. Liquidation of these funds shall still be done monthly based on the amounts allocated every month per Monthly Disbursement Program for 2016.
 3. As an internal control measure, all concerned school heads shall, in addition to the usual supporting documents required for liquidation, attach a copy of the Bank Statements upon liquidation.
 4. The amount withdrawn as reflected in the Bank Statements shall be equal to the amount liquidated.
 5. The Division Office shall be strictly monitoring the disbursements and liquidation of said funds without prejudice to the conduct of random cash examination by the COA Unit Auditor.
 6. Queries relative to this can be coursed through Maricel D. Avila, Accountant III, Ivy J. Cabual, Administrative Officer V (Budget) or the Bookkeepers-In-Charge of the respective schools.