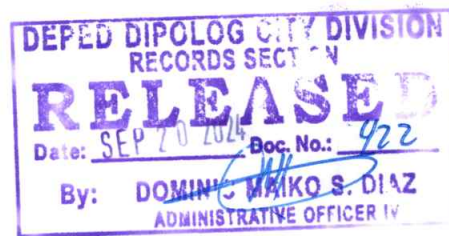




Republic of the Philippines
Department of Education
 REGION IX – ZAMBOANGA PENINSULA
 SCHOOLS DIVISION OF DIPOLOG CITY



September 20, 2024

DIVISION MEMORANDUM

No. 427, s. 2024

**CONDUCT OF MONITORING AND RE-ORIENTATION ON THE USE
 OF VERIFIER'S LEDGER OF IMPLEMENTING UNITS
 PREPARING THEIR OWN PAYROLL**

To:	LOVE L. RICAFORT	SDO
	MANOLIN T. IBAÑEZ	SDO
	JELMAR BAGUIO	SDO
	MARYKRIS A. ZAMORAS	SDO
	ROSEL PATANGAN	AQUMATSHS
	JESSICA ZAMORAS	AQUMATSHS
	FLORDELIZ FLORES	AQUMATSHS
	CRISTINA HIOLEM	Punta NHS
	VINCE GERALD FUERZAS	Punta NHS
	JANE SUAN	Punta NHS
	OFELIA D. SIGASIG	Galas NHS
	CHARINA C. OCAO	Galas NHS
	REMLANI BIENVENIDO T. ENJAMBRE	ZNNHS-Main
	GOMER GLEN A. BICBIC	ZNNHS-Main
	BLEZZEL ANN MAGNONOT	DCNHS
	MARIEL GWEN ABARCA	DCNHS
	ROSELYN GO	Sicayab NHS
	RITCHIE DIAZ	Sicayab NHS
	<i>This Division</i>	

In reference to Regional Memorandum No. 563, s. 2024, please be advised to attend the conduct of Monitoring and Re-Orientation on the Use of Verifier's Ledger of Implementing Units preparing their own Payroll on **September 23, 2024 (Monday) at Division Training Center (DTC), Miputak, Dipolog City.**

Immediate dissemination of this memorandum is desired.

Amelinda D. Montero 9/20/24

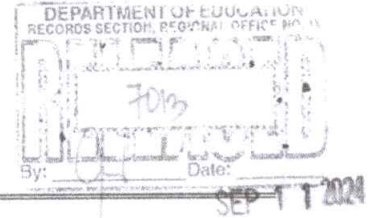
AMELINDA D. MONTERO, DM
 CID Chief
 In-Charge of Office

For:
MA. LIZA R. TABILON EdD, CESO V
 Schools Division Superintendent
 Office of the Schools Div. Superintendent





Republic of the Philippines
Department of Education
 REGIONAL OFFICE IX- ZAMBOANGA PENINSULA



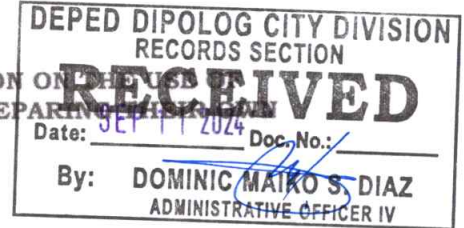
Office of the Regional Director

September 9, 2024

REGIONAL MEMORANDUM

No. 7013, s. 2024

**CONDUCT OF MONITORING AND RE-ORIENTATION ON THE USE OF
 VERIFIER'S LEDGER OF IMPLEMENTING UNITS PREPARING THE REGIONAL
 PAYROLL**



**TO: Schools Division Superintendents
 Division Personnel Officers
 Division Office Verifiers and Encoders
 Division and Implementing Units Verifiers and Payroll Encoders
 All Others Concerned**

1. In compliance to Section IX of Enclosure 1 to DepEd Order No. 20, s. 2021 on the Monitoring and Evaluation, the Regional APDS Task Force will be conducting a monitoring on the use of verifier's ledger of the IU's from September 18 to 30, 2024, with the following schedule:

- September 18, 2024 - Zamboanga del Sur and Pagadian City
- September 20, 2024 - Isabela City
- September 23, 2024 - Dipolog City
- September 24, 2024 - Zamboanga del Norte
- September 25, 2024 - Dapitan City
- September 27, 2024 - Zamboanga City
- September 30, 2024 - Zamboanga Sibugay

2. This activity aims:

- 2.1. To monitor compliance of the designated DepEd Verifiers, Encoders, Authorized Agency Officers and Pag-Ibig Loan Endorsers with regard to the requirements stipulated in the General Provision of the Annual General Appropriations Act (GAA).
- 2.2. To ensure uniform implementation of the provisions of the abovementioned DepEd Order on the verification, use of official verifier's email and encoding of billings.
- 2.3. To address issues and concerns on some violations that have reached the Regional Office.

3. The participants to this convergence are the Division Personnel Officers, Designated Verifiers and Encoders of both the SDO and the Implementing Units. Participants from IUs shall bring their respective laptops and a copy of the latest paid payroll.

4. The venue of the monitoring activity shall be held at the concerned Division Office proper.



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 Pres. Corazon C. Aquino Regional Government Center, Balintawak, Pagadian City, 7016

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Republic of the Philippines
Department of Education

REGIONAL OFFICE IX- ZAMBOANGA PENINSULA

5. Miscellaneous expenses to be incurred by the concerned SDOs shall be charged against their local MOOE while the travelling expenses of the Regional Monitoring Team and IUs participants shall be charged against their respective local MOOE subject to the usual accounting rules and regulations.
6. For information and guidance.

Digitally signed by Legaspi Ruth Fuentes
DN: CN=Legaspi Ruth Fuentes, SERIALNUMBER=01285045505, O=DepEd Regional Office IX, C=PH
Reason: I am the author of this document
Location:
Date: 2024.09.10 17:37:19+0800

DR. RUTH L. FUENTES, CESO IV
Regional Director

Encls.: as stated

FIN/PSDC/LGP/svc/RM
016/September 9, 2024



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The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

In the second section, the author outlines the various methods used to collect and analyze the data. This includes both primary and secondary data collection techniques. The analysis focuses on identifying trends and patterns over time, which is crucial for making informed decisions.

The final part of the document provides a detailed breakdown of the results. It shows that there has been a significant increase in sales volume, particularly in the online channel. This is attributed to the implementation of the new marketing strategy and the improved user experience on the website.