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

DEPED DIPOLOG CITY DIVISION
RECORDS SECTION
RELEASED
Date: SEP 20 2024 Doc. No.: 922
By: DOMINIC MIKO S. DIAZ
ADMINISTRATIVE OFFICER IV

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
	This Division	

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.

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

DEPARTMENT OF EDUCATION
RECORDS SECTION, REGIONAL OFFICE NO. IX
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By: Date: SEP 11 2024

September 9, 2024

REGIONAL MEMORANDUM
No. 503, s. 2024

DEPED DIPOLOG CITY DIVISION
RECORDS SECTION
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Date: SEP 11 2024 Doc. No.:
By: DOMINIC MAIKO S. DIAZ
ADMINISTRATIVE OFFICER IV

CONDUCT OF MONITORING AND RE-ORIENTATION ON THE USE OF VERIFIER'S LEDGER OF IMPLEMENTING UNITS PREPARING THEIR LOAN 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.

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: C=PH,Legaspi Ruth Fuentes, SERIALNUMBER=
0128f06d56c5, O=Deped Regional Office IX, C=PH
Reason: I am the author of this document
Location:
Date: 2024.09.10 17:37:10+08'00'

DR. RUTH L. FUENTES, CESO IV
Regional Director

Encls.: as stated

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