



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE – MARIKINA CITY

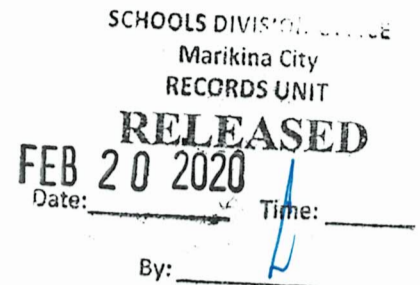
Shoe Ave., Sta. Elena, Marikina City
+63 (02) 682-2472 / 682-3989 (CID) / 508-6113 (SGOD)
<https://depedmarikina.ph> / (email) sdo.marikina@deped.gov.ph



February 19, 2020

MEMORANDUM TO:

OIC, Office of the Asst. Schools Division Superintendent
Elementary School Principals
Secondary School Principals (Non Implementing Unit Only)
SDO Finance Services
Administrative Officer V
Administrative Officer IV - Cash
All concerned



Division Orientation on Procedural Guidelines on the Management of Cash Advances for School Maintenance and Other Operating Expenses (MOOE) and Program Funds of Non Implementing Units (IUs) as per DepEd Order 29 s. 2019

The field is hereby informed that a Division Orientation on DepEd Order 29 s. 2019 entitled “**Procedural Guidelines on the Management of Cash Advance for School Maintenance and Other Operating Expenses (MOOE) and Program Funds of Non Implementing Units (IUs)**” both for elementary and secondary schools will be held on March 10, 2020 from 8:30 am onwards at SDO AVR.

Key SDO Finance personnel, Administrative Officer V, Cash personnel and invited guests from Government Servicing Banks (GSBs) will be presenting and will be available to answer any queries that may arise in relation to the implementation of the said order.

100% ATTENDANCE is a MUST and NO PROXY is ALLOWED.

Immediate dissemination and strict compliance of this Memorandum is desired.


SHERYLL T. GAYOLA

Education Program Supervisor
OIC, Office of the Schools Division Superintendent

Maka-Diyos, Makatao, Makakalikasan at Makabansa