



Republic of the Philippines  
**Department of Education**  
Region XII  
Schools Division Office of Tacurong City

April 17, 2023

**DIVISION MEMORANDUM**

OSDS No. 48, s. 2023

**COMPOSITION OF MONITORING TEAM AND SCHEDULE OF ON -SITE  
FINANCIAL REVIEW MONITORING**

To: Assistant Schools Division Superintendent  
SGOD and CID Chiefs  
School Heads  
Division – based Accounting, Budget & Supply personnel  
School – based non -teaching personnel  
This Division

1. To properly check and monitor the MOOE and Other Funds in the field, the SDO Tacurong City creates a monitoring team and shall conduct on-site financial review to determine the existence, completeness, accuracy, and appropriateness of the implementation of all programs, projects and activities based on MOOE Liquidation reports and other funds reports.
2. All School heads & school-based non-teaching personnel are advised to prepare all necessary documents of all school *properties and funds during on -site monitoring.*
3. Attached are the names of the division personnel who will compose the monitoring team in their corresponding schedules. ***See Enclosure.***
4. Transportation expenses and other related expenses are chargeable against local funds subject to the availability of funds and usual accounting and auditing rules and regulations.
5. For the information, guidance, and compliance of all concerned.

  
**GILBO G. MOSQUEDA, CEO VI**  
Schools Division Superintendent

Encl:

Reference:

Allotment: none

To be included in the perpetual Index under

RECORDS

JGS/OSDS/DM/ COMPOSITION OF MONITORING TEAM AND SCHEDULE OF ON -SITE FINANCIAL REVIEW  
MONITORING/April 17, 2023



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Enclosure to Division Memo OSDS No \_\_\_\_ s. 2023

**MONITORING TEAM AND SCHEDULE OF FINANCIAL REVIEW**

<b>Monitoring Team</b>	<b>School/ Cluster</b>	<b>Date</b>
<b>TEAM A</b>		
1. Razel A. Maganto	West Cluster	April 24-25, 2023
2. Jeraldin L. Paladin	East Cluster	April 26- 27, 2023
3. Roselle T. Carvajal		
4. Aljoy Marie A. Nicolas	North Cluster	April 28 & May 2, 2023
	South Cluster	May 3 - 5, 2023
<b>TEAM B</b>		
1. Jonel G. Solomon	VFGMNHS	April 25, 2023
2. Sheryll A. Moradas	TNHS	April 26, 2023
3. Vivien Lima		
4. Kelvin Mark A. Apud	RMNHS, UKNHS & ASBMNHS	April 27 - 28, 2023
	SENHS, SPNHS & Central Cluster	May 2 - 3, 2023



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