



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

May 29, 2023

DIVISION MEMORANDUM

OSDS No. 70, s. 2023

UPDATES ON THE SIGNATORIES FOR THE DISBURSEMENT VOUCHER IN SCHOOL MOOE REQUEST

To: Assistant Schools Division Superintendent
SGOD Chief
Non-IUs School Heads
Non-IUs Financial personnel

1. To ensure uniformity of signatories in Liquidation Reports and Check Disbursement Registry in compliance with existing Government Accounting Manual (GAM) of National Government Agency, all Non -IUs Finance personnel are reminded to follow the new signatories' assignment.

2. The Signatories for the Disbursement Voucher are the following:

Box A Certified: Expenses/Cash Advance necessary and lawful	Box C Certified: *Cash Available *Subject to ADA *Supporting documents complete and amount claimed proper	Box D: Approved for payment
MAYFLOR D. ROMUALDO	JONEL G. SOLOMON	GILDO G. MOSQUEDA, CEO VI
SGOD CHIEF	ACCOUNTANT III	SCHOOLS DIVISION SUPERINTENDENT

3. For School MOOE downloading request from June 1, 2023 onwards, new signatories stated above shall be followed.

4. For the information, guidance, and compliance of all concerned.


GILDO G. MOSQUEDA, CEO VI
Schools Division Superintendent

Encl: None

Reference: None

Allotment: None

To be indicated in the Perpetual Index under the following Subjects:

REPORTS REQUESTS

JGS/OSDS-FU/DM - UPDATES ON THE SIGNATORIES FOR THE DISBURSEMENT VOUCHER IN SCHOOL MOOE REQUEST/ May 29, 2023



Address: Alunan Highway, Poblacion, Tacurong City 9800
Telephone Numbers: (064)-200-6316; 0919-065-6425
Email: tacurong.city@deped.gov.ph
Website: depedtacurong.org