



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

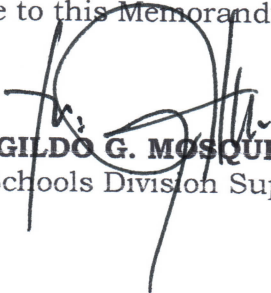
May 26, 2026

DIVISION MEMORANDUM
OSDS- 2026 - 096

COORDINATION MEETING WITH SELECTED NON - TEACHING SCHOOL-BASED PERSONNEL

To: Assistant Schools Division Superintendent
School Heads
Administrative Officer II
School -based finance personnel

1. The Schools Division Office (SDO) of Tacurong City shall conduct a **Coordination Meeting** with selected non-teaching personnel on **May 28, 2026, 8:00 a.m. – 12:00 noon** at **Board Room, SDO Tacurong City**.
2. The agenda of the meeting shall include the following:
 - a. SBFP Unliquidated Cash Advances; and
 - b. Other matters.
3. The list of participants is attached for reference and guidance.
4. Meals and Snacks and other related expenses incurred during the conduct of this activity shall be **chargeable against local funds**, subject to existing government accounting and auditing rules and regulations.
5. Immediate dissemination of and compliance to this Memorandum is desired.


GILDO G. MOSQUEDA, CEO VI
Schools Division Superintendent

Enclosures: None
Reference: None
Allotment: None
To be included in the perpetual Index under
MEETING RECORDS

JGS/OSDS/DM/ COORDINATION MEETING WITH SELECTED NON - TEACHING SCHOOL - BASED PERSONNEL/May 26, 2026



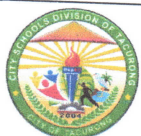
Address: Alunan Highway, Poblacion, Tacurong City 9800
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Website: depedtacurong.org



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LIST OF PARTICIPANTS

PARTICIPANTS	VENUE	TIME
1. CATHERINE LOZANO 2. CHARISH FABRIGAR 3. ANAVIE ORCINADO 4. SIEGFRED FERNANDEZ 5. SBFP COORDINATORS OF AFCES, PAES, SEES & TINA ES	ACCOUNTING OFFICE	8:00 A.M. – 10:00 A.M.
1. JEFFREY O. COLLANTES 2. MARJORIE ENRIQUEZ 3. MARK ANTHONY SARENO 4. SBFP COORDINATORS OF JACS, LMES, LPES, RMES MAIN & BEAM. EPBMES MAIN & BEAM	ACCOUNTING OFFICE	10:00 A.M. – 12:00 NOON



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