



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
OSDS-2025-0200

TO: Janette G. Veloso, CESO VI – Assistant Schools Division Superintendent
Eduard C. Amoguis – CID Chief
Allan Jr. J. Paglinawan – Principal II – Sawata NHS
Maria Luz D. Pernito – Administrative Assistant II – Sawata NHS

SUBJECT: TECHNICAL ASSISTANCE RE: CASH MANAGEMENT & CONTROL SYSTEM AND OTHER RELATED TASKS

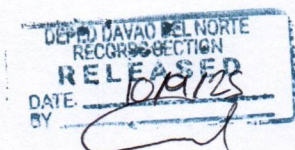
DATE: October 8, 2025

1. In view of the installation of the new Disbursing Officer of Sawata NHS, this Office advises Maria Luz D. Pernito to attend the conduct of technical assistance on the Cash Management & Control System and other related tasks at this division's Cash Section on October 9, 2025.
2. The above technical support aims to equip the new Disbursing Officer with the key procedures, tools, and best practices in cash management to ensure efficient and smooth operations.
3. Travel, meals, and other incidental expenses shall be charged against the local fund subject to the usual accounting and auditing rules and regulations.
4. Furthermore, the Equal Opportunities Principle (EOP) shall always be observed, ensuring that individuals are fully recognized regardless of gender, religion, ethnicity, or political affiliation.
5. Immediate dissemination of this memorandum is desired.

REYNALDO B. MELLORIDA CESO V
Schools Division Superintendent

For the Schools Division Superintendent

JANETTE G. VELOSO, CESO VI
Assistant Schools Division Superintendent



osds/rmi

FN: Technical Assistance re: Cash Management & Control System and other Related Tasks



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