



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division  
Superintendent**

DIVISION MEMORANDUM  
No. 782 , s. 2025

**ADDENDUM TO DM No. 773 s. 2025 TITLED ORIENTATION/RE-ORIENTATION  
SEMINAR WORKSHOP OF NEWLY HIRED AND EXISTING NON-TEACHING  
PERSONNEL ON FINANCIAL MATTERS AND TAXATION, SUPPLIES, LIS AND SEF**

To: Hilaria Hora  
Rowena Remolador  
Maureen Ana Rea Balaba  
Rosalle Cornell  
Karren Gementiza  
Maria Flores Veloso  
Cristy Mae Abuyabor  
Ralph Botero

The above-named personnel are required to attend the seminar workshop for the orientation/re-orientation of newly hired and existing finance personnel on November 10-12, 2025 at Panglao Vista Suites, Panglao Bohol.

A registration fee of Three Thousand Pesos (PHP3,000.00) for each participant from the school will be chargeable against the School MOOE. All other expenses relative to the activity will be chargeable against Division MOOE subject to the usual accounting and auditing rules and regulations.

*W. Bongalos*  
For **WILFREDA D. BONGALOS PhD, CESO V**  
Schools Division Superintendent  
Office of the Schools Division Superintendent

WDB/JAL/ACCOUNTING/MBTS/mbts



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