



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL
www.depednegor.net

June 25, 2019

DIVISION MEMORANDUM
No. 372 s. 2019

**ORIENTATION ON SEF EXPENDITURES, LIQUIDATION OF FUNDS AND
FINALIZATION OF COST ESTIMATES RE: RESEARCH
PROGRAM**

TO : OIC-Assistant Schools Division Superintendents
Chiefs, SGOD and CID
Division Education Program Supervisors/Division Coordinators
Public Schools District Supervisors/Districts-In-Charge
Public Elementary and Secondary School Heads
Schools Division Research Committee (SDRC)
All Others Concerned

1. There will be an Orientation on SEF Expenditures, Liquidation of Funds and Finalization of Cost Estimates on **July 2, 2019** at the **3rd Floor, Division Conference Room, DepEd Division of Negros Oriental, Dumaguete City**. The activity will start at 8 o'clock in the morning.
2. The activity aims to:
 - a. orient the participants on the guidelines for eligible and non-eligible activities/expenditures of SEF grant;
 - b. Prepare the cost estimates in accordance with the prescribed regulations; and
 - c. Finalize the liquidation schedule per tranche and other documentary attachments.
3. The participants (*please see attached*) are **required** to bring the following: laptop, extension cord, pocket WiFi, and soft copy of the approved research proposal. **NO PROXY IS ALLOWED.**
4. Expenses for AM/PM snacks and lunch shall be charged to local funds, while travelling and other incidental expenses shall be charged against Division MOOE/ School MOOE/ local funds, subject to the usual accounting and auditing rules and regulations.
5. This serves as **Travel Order**.
6. For the information, guidance and strict compliance of all concerned.

WILFREDA D. BONGALOS, Ph.D., CESO V
Schools Division Superintendent

27 JUN 2019



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List of Participants

NO.	RESEARCH PROPONENT/S	DISTRICT/OFFICE
1	Sonny V. Uy Joyce R. Aranas	Sta. Catalina I
2	Elisa L. Baguio	Bacong
3	Vilma S. Sumagaysay	Mabinay I
4	Heide E. Petras Jovilyn B. Deposoy	Siaton IV
5	Vilma A. Taguibulosan	Mabinay II
6	Andrea Luz S. Englis Rolan C. Eullaran	Sibulan 2
7	Constance Joy E. Sarne	Siaton I
8	Delia A. Alanano	Siaton III
9	Renato G. Tano	Sta. Catalina 4
10	Arnold R. Jungco	NOHS
11	Rhodaline G. Dizon	Sta. Catalina II
12	Dominador E. Bersa	Manjuyod II
13	Antonieta C. Olores	Bindoy II
14	Beda Jovenciana A. Davad	Dauin
15	Leonivel L. Secusana Agnes B. Taub	Ayungon II
16	Henriquito C. Tepacia	Bindoy I
17	Charmaine B. Jainar Ely B. Chavez	Sta. Catalina III
18	Nida L. Bersabal	Amlan
19	Rose Marie L. Torres	San Jose
20	Hazel E. Argoncillo Juacrisa D. Balbon	Manjuyod I
21	Dan P. Alar Iryll Mae S. Macahig	SGOD- Division Office
22	Miriam Lou T. Batiancila Norberto L. Banatanto Jr. Jeylene E. Cerial	SGOD- Division Office
23	Dennis Charl F. Andalajao Regina Clarina E. Empeso	SGOD- Division Office
24	Joseph R. Gemina	SGOD- Division Office

Resource Persons/Technical Working Committee:

1. Dr. Fay C. Luarez, ASDS
2. Dr. Rachel B. Picardal, SGOD Chief
3. Dae P. Habalo, SEPS for Planning & Research
4. Ruby Jean Estrellita M. Bidaure – PDO I
5. Engr. Erwin C. Pinuto – PDO I
6. Gizelle B. Kitane – PDO I

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