



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

January 14, 2022

DIVISION MEMORANDUM

No. **019** s. 2022

**2021 YEAR-END FINANCIAL RECONCILIATION AND ORIENTATION FOR 2023 BUDGET
PREPARATION FOR SECONDARY IMPLEMENTING UNITS**

To: Public Secondary School Heads for Implementing Units
Accountants / Bookkeepers
Designated Bookkeepers / Personnel In-charge of Financial Reports
All Others Concerned

1. Please be informed that there will be a Virtual 2021 Year-End Financial Reconciliation and Orientation for 2023 Budget Preparation on **Wednesday, January 19, 2022, 8:00 AM – 5:00 PM** thru Microsoft Teams <https://bit.ly/2021Year-endReconciliationand2023BudgetPreparation>.
2. The participants of the said virtual meeting are the Accountants / Bookkeepers / Designated Bookkeepers / Personnel In-charge of Financial Reports.
3. Attendance of all concerned is enjoined.
4. Expenses relative to the conduct of this activity shall be charged to HRTD funds subjects to the usual government accounting and auditing rules and regulations.
5. Immediate dissemination of this Memorandum is desired.


SALVADOR O. OCHAVO, JR. Ed.D, CESO V
Schools Division Superintendent

JAN 17 2022



Address: Banica, Roxas City
Contact Number: (036) 620 2371
Email Address: capiz@deped.gov.ph
Website: <http://depedcapiz.ph>

List of Participants for 2021 YEAR-END FINANCIAL RECONCILIATION AND ORIENTATION FOR 2023 BUDGET PREPARATION FOR SECONDARY IMPLEMENTING UNITS

	Name of School	Name of Participants	Designation
1	Arturo Jugo National High School	Melanie E. Paras	T-3 /Des.Bookkeeper
		Mayheart M. Gabay	ADAS II
2	Bongsuan National High School	John Alberm V. Sorolla	ADAS III
3	Cabug-cabug National High School	Jose Ronaldo B. Golero	ADAS III
		Rachelle B. Alacapa	ADAS II
4	Camburanan National High School	Joseph E. dela Torre	T-3 Dis. Bookkeeper
5	Candelaria National High School	Gerry G. Gabrillo	T-3 Dis. Bookkeeper
6	Capiz National High School	Lorna B. Villeza	Accountant I
		Nessa D. Azarcon	Admin Aide III
7	Casanayan National High School	Renil A. Beria	ADAS III
8	Col. Patrocenio Artuz National High School	Rosie Jean F. Agno	ADAS III
9	Commissioner Luis R. Asis National High School	Dino Raoul Gervacio B. Lubio	ADAS III
		Marjorie Bayhon	AO II
10	Concepcion Castro Garcia National High School	Michel Mae F. Fantilanan	ADAS II/Designated Bookkeeper
11	Cuartero National High School	Annie P. Basamot	ADAS III
12	Dao National High School	Judymar D. Berbanio	ADAS III
13	David Moises Memorial High School (Balit National High School)	Hannah Grace Pagayonan	ADAS III
14	Don Felix Balgos Memorial National High School	Jeblay Rose Y. Saldo	ADAS III
15	Dr. Vicente V. Andaya, Sr. National High School	Rosegel A. Matiling	Teacher III / Designated Bookkeeper
16	Dulangan National High School	Randy D. Alo	ADAS III
17	Dumalag Central National High School	Scarlette Anne A. Salazar	AO II
		Julie S. Togonon	ADAS III
18	Estefania Montemayor National High School	Nieves C. Jallorina	ADAS III
19	Florentina Batoampo Degala National High School	Lorena Degala	ADAS III
20	Jose Diva Avelino National High School (Hipona NHS)	Leonidas H. Mallillin	ADAS III
21	Ivisan National High School	Levy S. Amo	Accountant I
		Mary Kris A. Aman	ADA-III
22	Jagnaya National High School	Jenet Claudine Lago	ADAS II
23	Jamindan National High School	Juna F. Beatizula	ADAS III
24	Leodegario De Ocampo, Sr. National High School (formerly Capagao National High School)	Mary Rose B. Dorado	ADAS III
25	Lucero National High School	Lyn V. Espino	ADAS III
26	Maayon National High School	Aldrin Deleña	ADAS III
27	Macario Delfin Bermejo National High School (Jaena Norte)	Karen N. Gabrido	ADAS III
		Immerson V. Panuncio	ADAS II
28	Maindang National High School	Cendy M. Soliman	ADAS III
29	Malonoy National High School	Ma. Ruby E. Brinosa	ADAS III
		Herwina Joy P. del Rosario	ADAS II
30	Mambusao East National High School (Extension of David Moises Memorial High School)	Merryll C. Young	ADAS III
31	Mambusao National High School (David Moises National High School - Mambusao West Extension)	Randy A. De Juan	ADAS III
32	Manuel F. Onato Memorial High School	Lhala G. Bayot	ADAS II
33	Marciano Patricio National High School (formerly Pilar National High School)	Chona B. Basinillo	ADAS III
		Meah Trexie R. Ardeña	ADAS II

List of Participants for 2021 YEAR-END FINANCIAL RECONCILIATION AND ORIENTATION FOR 2023 BUDGET
PREPARATION FOR SECONDARY IMPLEMENTING UNITS

	Name of School	Name of Participants	Designation
34	Mayor Ramon A. Benjamin, Sr. Memorial High School	Mary Grace S. Bajon	ADAS III
35	Panitan National High School	Janet D. Mallillin/Dandryl Dayalo	ADAS III/ADAS II
36	Pontevedra National High School	Ma. Rolia B. Baguio	AO II
		Mary Vhil Ricaforte	
37	Putian National High School	Ma. Lee G. Martin/Dexter O. Fantilaga	Des. Bookkeeper/ADAS II
38	San Nicolas National High School, Pilar	Faith J. Manguardia	ADAS III
39	San Nicolas National High School, Tapaz	Raidez G. Lacro	ADAS III (Bookkeeper)
40	Sapian National High School	Jadon B. Cabañas	Accountant 1
41	Tapaz National High School	Joy C. Senador	Registrar I /Desig. Bookkeeper
		Elizabeth M. Galeno	ADAS II
42	Tuburan National High School - F. Degala National High School Extension	Melvin Derramas	ADAS III