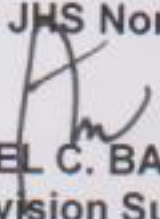




**MEMORANDUM**

**TO :** Concerned JHS School Heads  
Concerned JHS Non-Teaching Personnel

**FROM :** DR. ROMMEL C. BAUTISTA, CESO V  
Schools Division Superintendent 

**SUBJECT :** ORIENTATION-WORKSHOP OF DEPED VERIFIERS ON THE  
STANDARDS PROCESSING AND APPROVAL OF LOAN  
APPLICATIONS AND OTHER FINANCIAL OBLIGATIONS

**Date :** January 24, 2019

The Orientation-Workshop of DepEd Verifiers on the Standard Processing and Approval of Loan Applications and Other Financial Obligations will be at the Division Office on January 28, 2019 at 9:00 am to 5:00 pm.

The following participants are requested to bring laptop (*System Requirements: Microsoft Windows 7 (64 bit), with Microsoft Access 2016 installed*), USB Flash Drive and extension cord for the workshop:

- |                        |   |                        |
|------------------------|---|------------------------|
| 1. Gilda Francisco     | - | ANHS                   |
| 2. George Quinanola    | - | BN II NHS              |
| 3. Richard Mallanao    | - | Dalig NHS              |
| 4. Emerson Romero      | - | Mambugan NHS           |
| 5. Francis Roi Santos  | - | Marcelino Santos NHS   |
| 6. Renee Ramos         | - | Maximo Gatlabayan MNHS |
| 7. Francisco Francisco | - | Mayamot NHS            |
| 8. Girlie Tongohan     | - | San Isidro NHS         |
| 9. Kristine Santiago   | - | San Jose NHS           |
| 10. May Sampinto       | - | San Roque NHS          |

Food and travel expenses of the participants shall be charged against local funds subject to the usual auditing rules and regulations.

Attendance of all concerned is a must.

UM -53, s. 2019  
@ [01PER]