



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF PANABO CITY

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

CID – 2025 - 0220

To : Assistant Schools Division Superintendent  
Chief, Curriculum Implementation Division (CID)  
Chief, Schools Governance and Operations Division (SGOD)  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
All Concerned

Subject : **MEETING ON THE PREPARATION OF DOCUMENTS FOR  
THE LIQUIDATION OF EXPENSES INCURRED DURING THE  
2025 DAVAO REGIONAL ATHLETIC ASSOCIATION  
(DAVRAA) MEET**

Date : April 4, 2025

To ensure the proper and timely liquidation of expenses incurred during the 2025 Davao Regional Athletic Association (DAVRAA) Meet, a meeting will be conducted with the following personnel on April 7, 2025 (2:00 PM) at the Division Training Center:

<b>Name</b>	<b>Position/Designation</b>
1. Antonio Jr. R. Pasquito	PSDS/ Division Sports Officer
2. Julius B. Juen	P-I/ Liaison Officer to LGU
3. Arlen A. Jumamoy	Secretariat Committee Co-Chairperson
4. Bernaline B. Mosqueda	Secretariat Committee Member
5. Lutz B. Duallo	Secretariat Committee Member
6. Uzzeil B. Tobianosa	Secretariat Committee Member
7. Liezl L. Torion	Secretariat Committee Member
8. Erna O. Lumandong	Procurement Officer

Travel and other incidental expenses of the participants shall be charged against local/MOOE funds or other sources of funds, subject to the usual accounting and auditing rules.

Immediate dissemination of this Memorandum is desired.

**JINKY B. FIRMAN PhD., CESO VI**  
Schools Division Superintendent

**RELEASED**

Enc. as stated  
doc://CID/jey/ybm

APR 07 2025