



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:

Name	Position/Designation
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

APR 07 2025

Enc. as stated
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