



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
Capitol Area, Dumaguete City

Memo. No. 747, Series of 2016

TO : Public Schools District Supervisor/ In- Charge
School Heads
SBM Coordinators and All Others Concerned

SUBJECT : **FINAL SUBMISSION OF LIQUIDATION REPORTS OF
UNLIQUIDATED FUNDS FOR SBM GRANT FY 2014,
TECHNICAL ASSISTANCE AND CONFERENCE WITH
CONCERNED SCHOOL HEADS**

DATE : February 29, 2016

1. This is to inform all concerned school heads regarding the Implementation of the Zero Unliquidated SBM Funds for FY 2014 to this division. All recipient schools of the SBM Grant was previously required to fully liquidate their respective grant amount received not later than February 26, 2016.
2. Hence, hereto follows the list of recipient schools who have failed to liquidate their grant amount on the date abovementioned. We hereby call for the attention of the following school heads and request their presence at the office of the Schools Governance and Operations Division on March 2, 2016 at 9 o'clock in the morning to join us for a conference with the Division Monitoring and Evaluation Team.

District	School Name	Principal Name
Tayasan	Ilaya-Tayasan ES	Chelen G. Sandalo
Tayasan	Maglihe ES	Analy S. Callao
Tayasan	Tambulan ES	Maria Liza C. Tupas
Tayasan	Pinalubngan NHS	Amiel G. Baynosa
Jimalalud	Mongpong PS	Arlene B. Estoconing
Jimalalud	Talamban ES	Tarcecio D. Vidal Jr.
San Jose	JR Remollo ES - Cambaloctot ES	Cirila Deles
San Jose	Cancawas PS	Gina Rose Mamolong
San Jose	Pedro A. Remoto ES	Mercy Glosenda
San Jose	San Roque PS	Bernardita Fernandez
San Jose	Guilongsoran PS	Liesiel A. Barera
San Jose	Siapo Elementary School	Marites Tan
Bacong	Timbao ES	Teresita Olasiman
Dauin	Dauin Science HS	Christian A. Tubog

29 FEB 2016



Republic of the Philippines



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3. Moreover, we would like to remind all concerned school heads of CSC Resolution No. 04-0676 dated June 17, 2004 which states, "Failure to liquidate cash advances within the prescribed period is a violation of policy guidelines on liquidation of cash advances and implies omission or refusal of the official or employee concerned to perform legal duties. Gross Neglect of Duty is penalized with dismissal from service with accessory penalties of forfeiture of retirement benefits, perpetual disqualification from holding public office, cancellation of civil service eligibility, and prohibition from taking civil service exams".
4. Travelling expenses incurred shall be charged to school MOOE/ local funds subject to the usual accounting and auditing rules.
5. For your information and guidance.
6. This serves as a travel order.


LELANIE T. CABRERA, CESE
Asst. Schools Division Superintendent
Officer In- Charge 

LTC/rbp/dcfa/rcee