



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Schools Division OF NEGROS ORIENTAL

Office of the Schools Division  
Superintendent

21 JUL 2022


**DIVISION MEMORANDUM**  
NO. 573, S. 2022

**DISSEMINATION OF REGIONAL MEMORANDUM NO. 0624, S. 2022,  
TITLED: ADVISORY ON THE 2<sup>ND</sup> NATIONAL ASSEMBLY AND CAPACITY  
DEVELOPMENT PROGRAM OF THE NATIONAL DEPED BOOKKEEPERS'  
ASSOCIATION OF IUs, INC.**

To: Assistant Schools Division Superintendent / s  
Chiefs, CID and SGOD  
Education Program Supervisors/Division Coordinators  
Public Schools District Supervisors/District-In-Charge  
Secondary School Heads of Implementing Units  
All Others Concerned

1. Attached in **Regional Memorandum No. 0624, s. 2022, titled: "ADVISORY ON THE 2<sup>ND</sup> NATIONAL ASSEMBLY AND CAPACITY DEVELOPMENT PROGRAM OF THE NATIONAL DEPED BOOKKEEPERS' ASSOCIATION OF IUs, INC."**, for information and guidance of all concerned.
2. For details of this advisory, please refer to the attached Advisory issued by the Office of the Undersecretary for Finance dated July 14, 2022.
3. Immediate and wide dissemination of this Memorandum is desired.

For the Schools Division Superintendent:

  
**MARCELO K. PALISPIS, EdD**  
OIC-Office of the Assist. Schools Division Superintendent  
Officer-In-Charge



**Address:** Capitol Area, Kagawasan Ave., Daro, Dumaguete City  
**Telephone Nos.:** (035)225-1640  
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Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

JUL 19 2022

REGIONAL MEMORANDUM

No. 0824, s. 2022

**ADVISORY ON THE 2<sup>ND</sup> NATIONAL ASSEMBLY AND CAPACITY DEVELOPMENT  
PROGRAM OF THE NATIONAL DEPED BOOKKEEPERS' ASSOCIATION OF IUs, INC.**

To: Schools Division Superintendents  
Assistant Schools Division Superintendents  
All Others Concerned

1. For the information and guidance of all concerned, attached is a copy of an Advisory on the 2<sup>nd</sup> National Assembly and Capacity Development Program of the National DepEd Bookkeepers' Association of IUs, Inc issued by the Office of the Undersecretary for Finance.
2. Immediate and wide dissemination of this Memorandum is desired.

**SALUSTIANO T. JIMENEZ JD, EdD, CESO V**  
Director IV  
Regional Director

STJ/CAE/FD/ahs



**Address:** Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
**Telephone Nos.:** (032) 231-1433; (032) 414-7399  
**Email Address:** region7@deped.gov.ph



Republic of the Philippines  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY FOR FINANCE

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**ADVISORY**

RE: 2ND NATIONAL ASSEMBLY AND CAPACITY DEVELOPMENT PROGRAM OF THE  
NATIONAL DEPED BOOKKEEPERS' ASSOCIATION OF IUS, INC.

FOR : REGIONAL DIRECTORS  
SCHOOLS DIVISION SUPERINTENDENTS  
SECONDARY SCHOOL HEADS  
SENIOR BOOKKEEPERS  
ALL OTHERS CONCERNED

FROM :   
ANNALYN M. SEVILLA  
Undersecretary for Finance  
Concurrent Chief of Staff

DATE : July 14, 2022

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1. Please be informed that due to the unavailability of the Baguio Teachers Camp to host the above-mentioned activity on August 3-5 2022, the new venue shall be at **Baguio Convention Center, Baguio City**.
2. In order to give the opportunity to Implementing Units (IUs) with unfilled Administrative Assistant III positions, interested Administrative Assistant II for Finance and Accountant I in IUs may also attend subject to the approval of their respective School Heads.
3. To ensure the protection of health, safety, and well-being of the participants, it is required that all attendees must comply with the minimum public health standards throughout the activity. Wearing of facemasks and social distancing must strictly be observed at all times. Handshakes or any other forms of physical contact are discouraged.
4. All other provisions in the Memorandum OUF-2022-0311 shall remain.
5. For information and guidance.

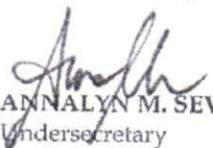


Republic of the Philippines  
**Department of Education**  
Office of the Undersecretary for Finance

MEMORANDUM  
OUF-2022-0311

TO : REGIONAL DIRECTORS  
SCHOOLS DIVISION SUPERINTENDENTS  
SECONDARY SCHOOL HEADS  
SENIOR BOOKKEEPERS  
ALL OTHERS CONCERNED

ATTENTION : *Chiefs of Finance and Administrative Divisions and  
Heads of Regional Payroll Services Unit*

FROM :   
ANNALYN M. SEVILLA  
Undersecretary

SUBJECT : 2ND NATIONAL ASSEMBLY AND CAPACITY DEVELOPMENT  
PROGRAM OF THE NATIONAL DEPED BOOKKEEPERS  
ASSOCIATION OF IUS, INC.

DATE : JUNE 20, 2022

The National DepEd Bookkeepers Association of Implementing Units (NDBA-IUs), Inc. will hold the 2<sup>nd</sup> National Assembly and Capacity Development Program with the theme *"Strengthening Standards in Public Service by Defining Impact on Accountability, Responsibility and Transparency while Promoting Safety and Well-Being"* on August 3-5, 2022 at Baguio Teachers Camp, Baguio City.

The assembly aims to

- a. Capacitate the participants and provide psychosocial support activities to coup up with the current pandemic situation.
- b. Encourage, recognize and reward distinguish participants for their innovative ideas, accomplishments and other extraordinary services in relation to public service.
- c. Enable the participants to contribute to the improvement of school performance by identifying issues and conflicts and by determining ways of resolving these issues in order to make the implementation more responsive to the delivery of services to teachers and students.
- d. Understand and acquire assistance on issues concerning the general welfare, privileges and benefits of Senior Bookkeepers.





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Office of the Undersecretary for Finance

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Distinguished resource speakers have been invited to discuss the following topics:

- Stress and Health: Psychological, Behavioral and Lifestyle Management
- Financial Literacy: Personal Wealth & Finance Management
- Review and Evaluation of Current KRA and Crafting of Uniform IPCRF
- Updates on BIR eFPS and eBIR Application and Implementation
- Updates on the Online Cash Advance Monitoring System in view of the Implementing Units
- GSIS Updates on the Implementation of the Threshold on Premiums, Loans and Other payments
- GSIS Web-Based Membership Records Creation and Updating (Web-MSP)
- Do's and Don'ts of the Unified Reporting System Version 2.0

The expected participants are the National DepEd Bookkeepers Association (NDBA) officers and members, and appointed Administrative Assistant III (Senior Bookkeeper) of the Secondary School Implementing Units Nationwide. The participants should be currently stationed and included in the Plantilla of the Secondary School Implementing Units and not designated teachers or deployed Bookkeepers from the Schools Division Offices. **Target participants will be attending on Official Business.**

A registration fee of Six Thousand Pesos (P6,000.00) shall be charged to each participant to defray expenses for the hall, accommodation, meals, snacks, conference kits, supplies and materials and other related expenses for the 3-day live-in activity chargeable to MOOE/local funds subject to the usual accounting, and auditing rules and regulations.

To avoid long queues during registration, early payment and online confirmation is encouraged prior to the travel to reserve room accommodation, food preferences and other special requests at [www.ndba.org.ph](http://www.ndba.org.ph). Payment in cash / check may be deposited to the account details posted on the website prior to online registration.

For more information, all concerned may contact Mr. Michael A. Villareal, NDBA, National President, at mobile number 0967-316-9359, 0948-430-4128, or through e-mail address [mavillareal@ndba.org.ph](mailto:mavillareal@ndba.org.ph) or to NDBA Secretariat at [ndba.deped@gmail.com](mailto:ndba.deped@gmail.com).

Thank you.