



Republic of the Philippines
Department of Education
 REGION I



REGIONAL MEMORANDUM
 No. 1426, s. 2024

NATIONAL CONFERENCE OF CASHIERS IN THE DEPED CENTRAL, REGIONAL AND SCHOOLS DIVISION OFFICES AND SELECTED IMPLEMENTING UNITS

To: Schools Division Superintendents

1. This refers Memorandum refers to OUA-2024-1007-01 from the Office of the Undersecretary for Administration, dated October 7, 2024. The National Conference of Cashiers in the DepEd Central, Regional and Schools Division Offices along with selected Implementing Units will be conducted in Tacloban City on November 19-22, 2024. The theme for this event is, **“Empowering Excellence: Service and Innovation in Cashiering.”**

2. The objectives of the conference are as follows:

- a. To provide updates on the latest rules and regulations regarding cash management and control issued by COA, DBM, BTr, and other regulatory bodies;
- b. To foster harmonious relationships and strengthen linkages among cashiers in regional and schools division offices, as well as implementing units; and
- c. To enhance participants’ skills and knowledge in cash management and control, thereby improving service delivery to teachers, learners, and stakeholders.

3. Participants from this region will include one (1) cashier from each Schools Division. Additionally, the region is allocated ten (10) disbursing officers from the implementing units within the selected Schools Division Offices:

Schools Division	Cashier	Disbursing Officer from Implementing Units
Alaminos City	1	1
Batac City	1	
Candon City	1	1
Dagupan City	1	1
Ilocos Norte	1	1
Ilocos Sur	1	1
La Union	1	1
Laoag City	1	
Pangasinan I	1	1



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Schools Division	Cashier	Disbursing Officer from Implementing Units
Pangasinan II	1	1
San Carlos City	1	1
San Fernando City	1	
Urdaneta City	1	1
Vigan City	1	
TOTAL	14	10

4. Travel and other incidental expenses for participants from the RO, SDO and Implementing Units shall be charged against local funds subject to the usual accounting and auditing rules and regulations:

5. For further details, please refer to the attached Memorandum mentioned in paragraph 1.

6. Immediate and wide dissemination of this Memorandum is desired.

For the Regional Director:

ATTY. RHEA JOY L. CARBONELL
Chief Administrative Officer
Administrative Division