



Republic of the Philippines
Department of Education
Region VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF BOHOL

Office of the Schools Division Superintendent

INTER OFFICE MEMORANDUM

No. 027 , s. 2023

TO: JOAN HINGPIT SERONDO
Administrative Assistant III
Accounting Unit

FROM: EVANGEL M. LUMINARIAS PhD CESO V
Office of the Schools Division Superintendent

SUBJECT: DESIGNATION AS OFFICER – IN – CHARGE (OIC)

DATE: August 29, 2023

In the exigency of service, you are hereby designated as OFFICE – IN – CHARGE of Accounting Section of the Department of Education – Bohol Division in the absence of the Division Accountant who will be attending the Philippine Association for Government Budget Administration (PAGBA), Inc, training on August 29-September 2, 2023.

1. In this connection, you are also authorized to sign and represent for and on behalf of the Department of Education – schools Division of Bohol on documents involving the authorities, duties and functions pertaining to the following:
 - a. Disbursements for Personnel Services, Maintenance and Other Operating Expenses (MOOE) specifically School MOOE downloading, load and travel reimbursement, and Division MOOE as authorized and coordinated by the Accountant.
 - b. Signing of Personnel Services (PS) related documents,
 - c. Attend to meetings and represent her when invited to programs and activities.
2. Immediate dissemination of this memorandum is required.

EVANGEL M. LUMINARIAS PhD CESO V
Schools Division Superintendent

