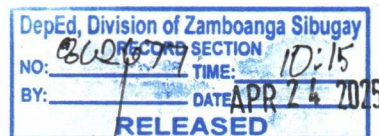




Republic of the Philippines  
**Department of Education**  
REGION IX  
**SCHOOLS DIVISION OF ZAMBOANGA SIBUGAY**



23 April 2025

**OFFICE MEMORANDUM**

No. OLU, s. 2025

**AUTHORITY TO CLAIM POSTPAID LINE AND PREPAID LOAD ALLOWANCE FOR THE  
USE IN THE PERFORMANCE OF OFFICIAL DUTIES**

TO : Assistant Schools Division Superintendent  
CID and SGOD Chiefs  
Education Program Supervisors  
Public Schools District Supervisors/District In-Charge  
Section Heads  
All Concerned  
*This Division*

1. In connection with DBM Budget Circular No. 2024-2 dated August 2, 2024, which outlines the Guidelines on the Payment of Communication Expenses of Certain Government Personnel and pursuant to DepEd Order No. 017, s. 2019 re Guidelines on the Provision and use of official mobile phones, postpaid loads, as amended, you are hereby authorized to claim your load allowance, chargeable against the office allocation, subject to the availability of funds.
2. You are also required to submit all necessary supporting documents for the proper liquidation of this claim, in accordance with existing accounting and auditing rules and regulations.
3. For your information and guidance, Annex A is attached, showing the list of officials and employees entitled to the load allowance corresponding the amount for each personnel.
4. For strict compliance.

**VIRGILIO P. BATAN, JR., CESO V**  
*Schools Division Superintendent*

Encl: As stated

Reference: DBM Budget Circular No. 2024-4  
DepEd Order No. 017, s. 2019

To be indicated in the Perpetual Index  
under the following subjects:

AUTHORITY  
EMPLOYEES  
OFFICES

ZS-DM-OSDS-ADMIN-2025-04-007-0  
MLL-20250423



📍 Pangi, Ipil, Zamboanga Sibugay, 7001  
☎ 0968-520-9123  
✉ zamboanga.sibugay@deped.gov.ph  
🌐 depedzamboangasibugay.ph  
📍 DepEd Tayo Zamboanga Sibugay Division



**Republic of the Philippines**  
**Department of Education**  
**REGION IX**  
**SCHOOLS DIVISION OF ZAMBOANGA SIBUGAY**

Annex A. Office Memorandum No. 026 s. 2025

List of Officials and Employees entitled to Mobile Allowance for FY 2005

Name	Position	Amount
Virgilio P. Batan, Jr.	Schools Division Superintendent	2,500.00
Maria Colleen L. Emoricha	Assistant Schools Division Superintendent	2,000.00
Oliver B. Talaoc	SGOD Chief	2,000.00
Evelyn F. Importante	CID Chief	2,000.00
Rosmindo L. Ancheta, Jr.	Education Program Supervisor	1,500.00
Lilian C. Damaso	Education Program Supervisor	1,500.00
Rosemarie E. Diocares	Education Program Supervisor	1,500.00
Gernin S. Laraño	Education Program Supervisor	1,500.00
Gina I. Lihao	Education Program Supervisor	1,500.00
Ulpiano L. Morales, Jr.	Education Program Supervisor	1,500.00
Lhorelle L. Cabalida	Education Program Supervisor	1,500.00
Angelito A. Aballe	Education Program Supervisor	1,500.00
Marilou B. Chio	Public Schools District Supervisor	1,500.00
Joseph A. Castro	Public Schools District Supervisor	1,500.00
Hope R. Acuesta	Public Schools District Supervisor	1,500.00
Virginia D. Cabrera	Public Schools District Supervisor	1,500.00
Rosana A. Wooton	Public Schools District Supervisor	1,500.00
Maria S. Cruz	Public Schools District Supervisor	1,500.00
Meishel P. Batan	Public Schools District Supervisor	1,500.00
Mardie A. Acotaniza	Public Schools District Supervisor	1,500.00
Rey Camaingking	Public Schools District Supervisor	1,500.00
Dennis Silva	Public Schools District Supervisor	1,500.00
Alma Fraulein M. Garcia	Senior Education Program Specialist	1,500.00
Richard C. Laurea	Senior Education Program Specialist	1,500.00
Glorife C. Clavero	Senior Education Program Specialist	1,500.00
Lloyd I. Rodriguez	Senior Education Program Specialist	1,500.00
May C. Isnain	Planning Officer II	1,500.00
Jekyll D. Cadungog	Information Technology Officer II	1,500.00
Atty. Christine Joyce Paco	Attorney III	1,500.00
Tolomeo T. Tesoro, Jr.	Engineer III	1,500.00
Mary Beneth G. Lagroma	Accountant III	1,500.00
Ma. Aylene C. Mascariña	Administrative Officer V (Budget)	1,500.00
Grace R. Jugno	Administrative Officer V	1,500.00
Maria Livie A. Laque	Administrative Officer IV (Records)	1,500.00
Rheeza I. Nassaie	Administrative Officer IV (Supply)	1,500.00
Renz Roy A. Ramos	Administrative Officer IV (Personnel)	1,500.00
Ryan B. Daño	Administrative Officer IV (Cash)	1,500.00
Rex B. Ventura	Administrative Officer II	1,500.00
Gladys Mae C. Licayu	Administrative Officer II	750.00
Julie Ann Q. Pagasian	Administrative Assistant III	750.00