



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

DepEd, Division of Zamboanga Sibugay	
<b>RECORD SECTION</b>	
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BY: [Signature]	DATE: 24 MAR 2026
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Office of the Schools Division  
 Superintendent

March 19, 2026

**DIVISION MEMORANDUM**  
 NO. 181, s. 2026

TO: Public Schools District Supervisors/District In-Charge  
 Division Loan Verifiers  
 Implementing School Loan Verifiers  
 All Others Concerned

**CONDUCT OF THE ORIENTATION ON THE IMPLEMENTATION AND USAGE OF  
 THE REFINED VERIFIER'S LEDGER V2.0**

1. Pursuant to Regional Memorandum No.80, s. 2026 dated February 24, 2026, and Regional Memorandum No.124, s. 2026 dated March 11, 2026, all Division and Implementing School Loan Verifiers are hereby informed on the conduct of orientation on the implementation and usage of the refined verifier's ledger on March 23, 2026, at the Division Office Conference Hall.
2. This aims to provide participants with practical, step by step guidance on how to use the updated Verifier's Ledger effectively through hands-on workshops.
3. Travelling expenses incurred by the school participants shall be charged against their school MOOE subject to the usual budgeting, accounting and auditing rules and regulations.
4. *Please see attached List of Participants.*
5. For immediate dissemination, guidance and strict compliance.

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

ZS-DM-OSDS-PER-2026-03-00  
 RRAR-20260319



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

**Office of the Schools Division  
 Superintendent**

March 23, 2026

**LIST OF PARTICIPANTS FOR ORIENTATION ON THE IMPLEMENTATION AND  
 USAGE OF THE REFINED VERIFIER'S LEDGER V.2.0**

No.	School Name	Name of Verifier	Position
1	Olutanga NHS	Renalene P. De Roxas	Administrative Officer II
2	Siay NHS	Mildan S. Baloyo	Administrative Assistant II
3	Diplahan NHS	Ernanie S. Palec	Administrative Assistant II
4	Talusan NHS	Michael B. Sumayo	Administrative Assistant II
5	Imelda NHS	Arlene D. Cuadras	Administrative Assistant III
6	Naga NHS	Aliza May S. Quirante	Administrative Assistant II
7	Surabay NHS	Haydee B. Odtohan	Administrative Officer II
8	Ipil NHS	Chille Lani B. Cailing	Administrative Assistant II
9	Tungawan NHS	Haron N. Abedin	Administrative Assistant II
10	Titay NHS	Lera Mae C. Tutu-an	Administrative Assistant II
11	Sta. Clara NHS	Javier M. Dinipol Jr.	Administrative Assistant II
12	Malangas NHS	Nolan O. Oswa	Administrative Assistant III
13	Alicia NHS	Emily M. Jate	Administrative Assistant II
14	Kabasalan NHS	Ofelia C. Baylon	Administrative Officer II
15	Francisco Ramos NHS	Mary Jay D. Titan	Administrative Assistant II
16	Zamboanga Sibugay NHS	Krizna Mae B. Saura	Administrative Assistant II
17	Division Office Admin Section	Grace R. Jugno	Administrative Officer V
18	Regional Office Personnel	Lucshil G. Pioquinto	Supervising Administrative Officer, Finance
19	Regional Office Personnel	Carmen Aragoncillo	AO IV, ASD
20	Regional Office Personnel	Dante S. Villaruel Jr.	Computer Programmer, ICT
21	Division Office Payroll Encoder (Elementary)	Jocelyn E. La Plana	Administrative Assistant III
22	Division Office Payroll Encoder (Secondary)	Percival J. Caday	Administrative Assistant III
23	Division Office GSIS Processor	Ivy E. Advento	Administrative Officer II
24	Division Office Verifier (Elementary)	Evelyene A. Alaro	Administrative Assistant III
25	Division Office Verifier (Secondary)	Ma. Rabie R. Garbo	Administrative Assistant III

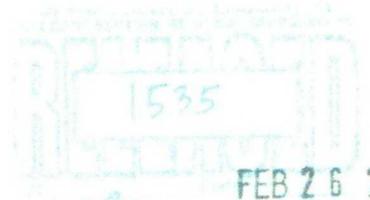


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Republic of the Philippines  
**Department of Education**  
 REGIONAL OFFICE IX, ZAMBOANGA PENINSULA



FEB 26 2026

Office of the Regional Director

February 24, 2026

**REGIONAL MEMORANDUM**

No. 80, s. 2026

**CONDUCT OF ORIENTATION ON THE IMPLEMENTATION AND USAGE OF  
 THE REFINED VERIFIER'S LEDGER V 2.0**

**TO: All Schools Division Superintendents  
 Division Office Verifiers  
 Implementing Units Verifiers  
 All Others Concerned**

1. In line with the implementation of the new version of the Verifiers' Ledger V 2.0, this Office shall conduct a Regional Orientation for all Implementing Units (IUs) to ensure uniform understanding and proper utilization of the updated tool.

2. In this regard, the representatives from each Schools Division Office (SDO) who attended the National Training in General Santos City on November 19-21, 2025 shall serve as trainers to be conducted by their respective SDO's. As participants in the national training, they are expected to echo the key learnings, technical updates, and standard procedures discussed therein. They shall work in close coordination with selected Regional Office personnel who also attended the training and who will provide technical support and guidance during the conduct of the orientation and related activities.

3. The orientation on the use of refined verifier's ledger V 2.0 of the IU's will be from March 6-23, 2026, with the following schedule:

March 6, 2026	-	Zamboanga del Norte, Dipolog and Dapitan
March 9, 2026	-	Zamboanga del Sur and Pagadian
March 19, 2026	-	Zamboanga Sibugay
March 23, 2026	-	Zamboanga City and Isabela

4. This activity aims:

4.1 To provide participants with practical, step-by-step guidance on how to use the updated Verifiers' Ledger effectively. Through hands-on exercises, participants will learn how to navigate the system, input and verify data accurately, generate reports, and apply the updated procedures in real operational scenarios.

4.2 To cascade the key learnings, technical updates, and standard procedures from the National Training to all Implementing Units at the division level

4.3 To ensure that the information cascaded to the field is accurate, complete, and consistent with the guidelines of the Department's Automatic Payroll Deduction System (APDS).



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- 4.4 To address issues and concerns.
5. The participants to this convergence are the Designated Verifiers of the SDO and the Implementing Units. Participants are expected to bring their respective laptops.
6. The venue of this activity shall be held at the concerned Division Office (SDO), as follows:
- a. **Zamboanga del Norte, Dipolog and Dapitan** - Zamboanga del Norte Division Office
  - b. **Zamboanga del Sur and Pagadian** - Zamboanga del Sur Division Office
  - c. **Zamboanga Sibugay** - Zamboanga Sibugay Division Office
  - d. **Zamboanga City and Isabela City**- Zamboanga City Division Office
7. Miscellaneous expenses to be incurred by the concerned SDOs shall be charged against their local MOOE while the travelling expenses of the Regional Office Staff and IUs participants shall be charged against their respective local MOOE subject to the usual accounting rules and regulations.
8. For information and guidance.

Digitally signed by Legaspi Ruth Fuentes  
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Date: 2025.02.25 17:15:10+0800

**DR. RUTH L. FUENTES, CESO III**  
Regional Director

Encls.: as stated

FIN/PSDC/LGP/RM  
002/February 24, 2026

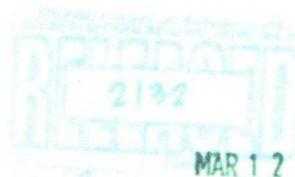


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Republic of the Philippines  
**Department of Education**  
 REGIONAL OFFICE IX, ZAMBOANGA PENINSULA



Office of the Regional Director

March 11, 2026

**REGIONAL MEMORANDUM**

FIN-2026-124

To: Schools Division Superintendents  
 Zamboanga City Division  
 Zamboanga Sibugay Division  
 Division Office Verifiers  
 Implementing Units Verifiers  
 All Others Concerned

**REITERATION OF THE CONDUCT OF THE ORIENTATION ON THE IMPLEMENTATION AND USAGE OF THE REFINED VERIFIER'S LEDGER V 2.0**

1. Relative to the Corrigendum to Regional Memorandum No. 109, s. 2026, Conduct of the Orientation on the Implementation and Usage of the Refined Verifier's Ledger V 2.0, please be informed of the following changes in the schedule of activities due to the adjustment necessitated by the schedule falling on a Friday, which is observed as a Work-From-Home (WFH) arrangement pursuant to the recent issuance of DepEd Memorandum No. 18, s. 2026:
  - a. The schedule for **Zamboanga City Division** previously indicated in the Regional Memorandum No. 080, s. 2026 is hereby **rescheduled to March 19, 2026**.
  - b. The schedule for **Zamboanga Sibugay Division** is hereby **rescheduled to March 23, 2026**.
2. All other provisions in the previously issued memorandum and corrigendum which are not affected by this amendment shall remain in force and in effect.
4. For information, guidance, and strict compliance.

  
 Digitally signed by: Ruth L. Fuentes  
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**RUTH L. FUENTES, CESO III**  
 Regional Director

Encls.: as stated

FIN/PSDC/LGP/svc/RM  
 008/March 9, 2026