



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>	
NO: <b>648969</b>	TIME: <b>1:11 PM</b>
BY: _____	DATE: <b>05 MAR 2026</b>
<b>RELEASED</b>	

**Office of the Accounting Section**  
**Division Accountant**

**March 04, 2026**

**OFFICE MEMORANDUM**

No. 064 s. 2026

**INCREASE OF FIDELITY BOND COVERAGE OF SCHOOL HEADS FOR MOOE  
 DOWNLOADING AND OTHER FUNDS**

**To: Bolingan Elementary School**  
**School head**  
**School Administrative Officer**  
**All Others Concerned**

1. This is to provide information in line with the Fidelity Bond of Bolingan Elementary School's Disbursing Officer (School Head) to increase coverage to include not only the regular Maintenance and Other Operating Expense of the school and also such other funds that is being released as cash advance.
2. This adjustment ensures the school remains compliant to government auditing and accounting regulations and requires that accountable officer Fidelity Bond should be tantamount to cash accountability issued to them.
3. School Head is required to increase coverage from 100,000 to be adjusted to 250,000. This measure ensures compliance with existing regulations and safeguards the integrity of Financial Management.
4. For information and strict compliance.

  
**MARY BENETH G. LAGROMA, CPA**  
 Accountant

MAR. 04 2026

Encl: None  
 Reference: None  
 To be indicated in the Perpetual index  
 under the following subjects  
 BTR Fidelity Bond



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