



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

DepEd, Division of Zamboanga Sibugay	
RECORD SECTION	
NO: 760852	TIME: 5:12 PM
BY: _____	DATE: 09 MAR 2026
RELEASED	

**Office of the Accounting Section
 Division Accountant**

March 09, 2026

OFFICE MEMORANDUM

No. 065 s. 2026

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

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

1. This is to provide information in line with the Fidelity Bond of Bualan 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 250,000 to be adjusted to 500,000. 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 09 2026

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

Doc. Ref. Code	SDO-OSDS-F001	Rev	00
Effectivity	February 26, 2026	Page	1 of 1