



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF BATANGAS

19 June 2025

**DIVISION MEMORANDUM**  
**No. 299, s. 2025**

**COORDINATION MEETING OF SDO CASH SECTION AND  
SECONDARY SCHOOLS – IMPLEMENTING UNIT**

**TO:** Assistant Schools Division Superintendent  
Public Secondary School Heads of Implementing Unit Schools  
All Others Concerned

1. The Schools Division Office – Cash Section will conduct a face-to-face meeting on July 1, 2025 from 9:00 am to 12:00 nn at SDO Conference Hall, DepED Division of Batangas, Provincial Sports Complex, Bolbok, Batangas City.
2. This activity aims to address issues and concerns regarding payment of disbursements using WeAccess Institutional Internet Banking, payment for Private Lending Institutions (PLIs) and updates.
3. Participants of the said meeting are Administrative Assistants II of fifty secondary schools – Implementing Units (*See Attachment*) and selected Cash personnel in the division office.
4. For any question or concern, please contact the Schools Division Office - Cash Section through email at [sdobatangas.cash@deped.gov.ph](mailto:sdobatangas.cash@deped.gov.ph)
5. Wide dissemination and strict compliance to this memorandum are enjoined.

  
**MARITES A. IBANEZ, CESO V**  
Schools Division Superintendent

RGIM/ COORDINATION MEETING OF SDO CASH SECTION AND SECONDARY SCHOOLS –  
IMPLEMENTING UNIT/R2-144234/06.19.2025



**Republic of the Philippines**  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF BATANGAS

**Attachment**

**LIST OF PARTICIPANTS**

| <b>No.</b> | <b>NAME OF EMPLOYEE</b>   | <b>POSITION</b> | <b>SCHOOL/DISTRICT/OFFICE</b>                             |
|------------|---------------------------|-----------------|-----------------------------------------------------------|
| <b>1</b>   | MARIA ELOISA O. HERNANDEZ | ADAS II         | Balayan National High School                              |
| <b>2</b>   | KEVIN IAN ALBERT P. BUKIS | ADAS II         | Dacanlao G. Agoncillo National High School                |
| <b>3</b>   | IRENE V. MALAPITAN        | AO I            | Governor Feliciano Leviste Memorial National High School  |
| <b>4</b>   | VICTORIA L. DE LOS REYES  | ADAS II         | Banilad National High School                              |
| <b>5</b>   | CHRISTINE KARLA M. RIVERA | ADAS II         | Bilaran National High School                              |
| <b>6</b>   | JANETH M. TUNGOL          | ADAS II         | Calatagan National High School                            |
| <b>7</b>   | JIGSON M. MANAOIS         | ADAS II         | Dr. Crisogono B. Ermita Sr. Memorial National High School |
| <b>8</b>   | ALEXANDER D. AGUZAR       | ADAS II         | Jose Lopez Manzano National High School                   |
| <b>9</b>   | DAISY H. PEJI             | ADAS II         | Lian National High School                                 |
| <b>10</b>  | LUZVIMINDA G. GAA         | ADAS II         | Looc National High School                                 |
| <b>11</b>  | BLESSY FAITH CIPE         | ADAS II         | Lucsuhin National High School                             |
| <b>12</b>  | MARCOS R. BUHAYIN         | ADAS II         | Lumbangan National High School                            |
| <b>13</b>  | LORYLYN M. BUTARDO        | ADAS II         | Payapa National High School                               |
| <b>14</b>  | JANDARIA F. ALVAREZ       | ADAS II         | Pedro A. Paterno National High School                     |
| <b>15</b>  | DIANALYN M. CARANDANG     | ADAS II         | Taal National High School                                 |
| <b>16</b>  | ANABEL M. CAISIP          | ADAS II         | Tala National High School                                 |
| <b>17</b>  | RHENE A. BOONGALING       | ADAS II         | Alalum National High School                               |
| <b>18</b>  | ROMELYN S. CABRAL         | ADAS II         | Anselmo A. Sandoval Memorial National High School         |
| <b>19</b>  | MAGDALENO D. TALLEDO      | ADAS II         | Banoyo National High School                               |
| <b>20</b>  | DECENA H. CRUZAT          | ADAS II         | Bauan National Agricultural and Vocational High school    |
| <b>21</b>  | JAYSON P. BAGSIT          | ADAS II         | Bauan Technical Integrated High School                    |
| <b>22</b>  | GAY MARIE G. RAMOS        | ADAS II         | Masaguitsit-Banalo National High School                   |
| <b>23</b>  | RESTYN JOYCE L. CARIDO    | ADAS II         | San Pascual National High School                          |
| <b>24</b>  | JOSELITO M. DE VILLA      | ADAS II         | Sta. Monica National High School                          |





**Republic of the Philippines**  
**Department of Education**  
**REGION IV-A CALABARZON**  
**SCHOOLS DIVISION OF BATANGAS**

|           |                        |                                                 |                                                       |
|-----------|------------------------|-------------------------------------------------|-------------------------------------------------------|
| <b>25</b> | MARISSA M. BINAY       | OIC -<br>Disbursing<br>Officer /<br>AO II       | Tingloy National High School                          |
| <b>26</b> | JAYSON A. MARALIT      | ADAS II                                         | Malvar School of Arts and Trade                       |
| <b>27</b> | IREEN C. AMUTAN        | ADAS II                                         | Wenceslao Trinidad Memorial<br>National High School   |
| <b>28</b> | ROXAN A. PANALIGAN     | ADAS II                                         | Alitagtag National High School                        |
| <b>29</b> | VENUS N. DEFECTO       | ADAS II                                         | Balas Buko National High<br>School                    |
| <b>30</b> | NEMIA B. ROXAS         | ADAS II                                         | Balete National High School                           |
| <b>31</b> | JOAH MAE D. MALIBIRAN  | ADAS II                                         | Bayorbor National High School                         |
| <b>32</b> | MARK LOUIE T. MALALUAN | ADAS II                                         | Coral na Munti National High<br>School                |
| <b>33</b> | ANGELENE M. TORRES     | ADAS II                                         | Fermin La Rosa National High<br>School                |
| <b>34</b> | RONALD P. DE VILLA     | ADAS II                                         | Maabud National High School                           |
| <b>35</b> | DONALYN R. PARAN       | ADAS II                                         | Mataasnakahoy National High<br>School                 |
| <b>36</b> | BABY ALMA D. MAGBOJOS  | ADAS II                                         | Sta. Teresita National High<br>School                 |
| <b>37</b> | DIANA LYN A. ANDUZON   | ADAS II                                         | Dr. Juan A. Pastor Integrated<br>National High School |
| <b>38</b> | REA JANE R. DE TORRES  | OIC -<br>Disbursing<br>Officer /<br>Registrar I | Baybayin Integrated National<br>High School           |
| <b>39</b> | LOMITA C. CUEVAS       | ADAS II                                         | Buhaynasapa Integrated<br>National High School        |
| <b>40</b> | CARLA MAY S. CUASAY    | ADAS II                                         | Calubcob I National High School                       |
| <b>41</b> | SHIELA P. COMIA        | ADAS II                                         | Dagatan Integrated National<br>High School            |
| <b>42</b> | REBECCA L. DE CHAVEZ   | ADAS II                                         | Don Leon Mercado Sr. Memorial<br>National High School |
| <b>43</b> | AMOR A. PANGANIBAN     | ADAS II                                         | Laiya Integrated National High<br>School              |
| <b>44</b> | ARLENE T. LATAG        | ADAS II                                         | Padre Garcia Integrated National<br>High School       |
| <b>45</b> | VIOLETA C. CAGALINGAN  | ADAS II                                         | Palahanan Integrated National<br>High School          |
| <b>46</b> | ALVIN JOSEPH P. ESTOLE | ADAS II                                         | Pansol Integrated National High<br>School             |



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF BATANGAS

|           |                           |                                           |                                                 |
|-----------|---------------------------|-------------------------------------------|-------------------------------------------------|
| <b>47</b> | JOHN ANTHONY D. DELA CRUZ | OIC -<br>Disbursing<br>Officer /<br>AO II | Rosario Integrated National High School         |
| <b>48</b> | LOVELYN M. DELEN          | ADAS II                                   | Sico 1.0 Integrated National High School        |
| <b>49</b> | JOANNA MARIE D. FONTE     | ADAS II                                   | Taysan San Jose Integrated National High School |
| <b>50</b> | MARIBEL I. BAGNES         | ADAS II                                   | Tipas Integrated National High School           |