







Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR FINANCE

MEMORANDUM

OASF-2025-252

TO : REGIONAL DIRECTORS
ASSISTANT REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
All Others Concerned

FROM :  ATTY. EDSON BYRON K. SY
Assistant Secretary for Finance
Officer-in-Charge
Office of the Undersecretary for Finance
  

SUBJECT : LAND BANK ADVISORY ON THE INCREASE IN CHECKBOOK
COST FOR DEPED MOOE ACCOUNTS

DATE : July 18, 2025

In reference to the letter from Land Bank CNCRBG dated July 9, 2025, regarding the implementation of Joint Circular No. 2019-1 on the Management and Other Operating Expenses (MOOE) and Program Funds under Section III of the General Standard Provisions, item no. 4, states that:

"Maintaining balance and transaction cost/bank fees and cost for checkbook shall be charged to the school's MOOE budget. The amount of P510.00 shall be charged for every check booklet requested to adjustment in case of changes in pricing."

In connection with the above, please be informed that Land Bank Branches will now charge Six Hundred Pesos (P600.00) from Five Hundred Seventy Pesos (P570.00) for the cost of one (1) checkbook on DepEd MOOE accounts.

For your guidance.

Thank you.

July 09, 2025

ATTY. EDSON BYRON K. SY

Assistant Secretary, OIC
Office of the Undersecretary for
Finance Service
DepEd Compound, Meralco Ave.,
Pasig City, Metro Manila

Dear Atty. Sy:

Greetings from LANDBANK!

Reference to the Memorandum of Agreement (MOA) entered by the Department of Education and Land Bank of the Philippines regarding the Implementation of the Joint Circular No. 2019-1 on the Management of Cash Advances to DepEd Non-Implementing Units (IUs) for School Maintenance and Other Operating Expenses (MOOE) and Program Funds under Section III of the General Standard Provisions, item number 4, states that:

“Maintaining balance and transaction cost/bank fees and cost for checkbook shall be charged to the school’s MOOE budget. The amount of ₱510.00 shall be charged for every check booklet requested subject to adjustment in case of changes on pricing.”

Relative thereto, LANDBANK Branches will now charge ₱600.00 from ₱570.00 for the cost of one (1) checkbook on DepEd MOOE accounts.

Attached is a copy of existing MOA for your reference.

If you have any concerns about this matter please feel free to call DepEd Branch Head Joyce Eclavea at (02) 8636 -4850 or email us at DEPEDBranch@landbank.com.

For your information and guidance, please.

Thank you.


VP MYLENE B. MACAPAGAL
Officer-In-Charge, LANDBANK CNCRBG