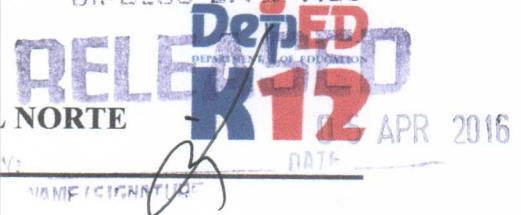




Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
 Dipolog City

DEPARTMENT OF EDUCATION
 DIVISION OF ZAMBOANGA DEL NORTE
 DIPOLONG CITY 7100



Division Memorandum No. 119 series of 2016

TO: School Principals/Heads
 Teachers-In-Charge
 All Teachers
 All concerned

FROM: NATIVIDAD P. BAYUBAY, CESO VI
 Officer-In-Charge
 Office of the Schools Division Superintendent

SUBJECT: LEGAL CONSEQUENCES FOR SIGNING REQUISITION AND ISSUE SLIP AND ACKNOWLEDGEMENT RECEIPT OF EQUIPMENTS ATTACHED IN MOOE FUND LIQUIDATION

DATE : APRIL 1, 2016

This is to reiterate the diligent performance of your duties in the liquidation of School MOOE fund and as co-signatories of its supporting documents. It has come to the attention of this office that some teachers are signing Requisition and Issue Slip (RIS) and Acknowledgement Receipt of Equipments (ARE) despite non-acceptance of materials and equipments.

Relative to this, all personnel concerned are hereby informed of the legal and administrative consequences for this violation. Any person found committing this act may be held liable for dishonesty or falsification of official document which, in both cases, put the employment of an individual at stake. On the other hand, a principal/school head who intimidates or coerces a teacher to sign documents to support their liquidation may be held liable for dishonesty and oppression.

Please be reminded that this office strictly observes the Rules of Conduct and Ethical Standards for Public Officials and Employees and does not tolerate any misconduct of whatever nature. As per Republic Act 9155, this office is mandated to "monitor the utilization of funds provided by the national government and the local government units to the schools and learning centers." Hence, this office keeps track on expenditures and ensures compliance with the said law.

Any violation of this memorandum and the existing laws shall be dealt with severely.

For information.



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
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RELEASED
05 APR 2016
NAME/SIGNATURE
DATE:

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