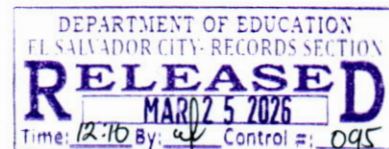




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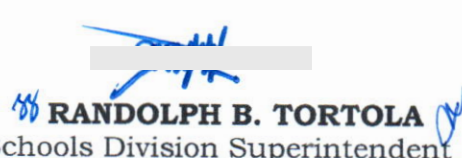
March 26, 2026

DIVISION MEMORANDUM
 NO. 095, s. 2026

WORKSHOP ON THE NEW FORMS AND PROCUREMENT PROCESS UNDER
 REPUBLIC ACT NO. 12009 (THE NEW GOVERNMENT PROCUREMENT REFORM
 ACT), COORDINATION MEETING, AND TARGET SETTING FOR IPCRF CY 2026 OF
 FINANCE AND PROCUREMENT STRAND PERSONNEL

To: SDO Finance Personnel (*Accounting and Budget Section*)
 School-Based Non-Teaching Personnel (*Finance and Procurement Strand*)
 All Others Concerned

1. In line with the continuous improvement of procurement and financial management systems, this Office announces the conduct of a **Workshop on the New Forms and Procurement Process under Republic Act No. 12009 (The New Government Procurement Reform Act), Coordination Meeting, and Target Setting for IPCRF CY 2026 of Finance and Procurement Strand Personnel** to be held on April 7-8, 2026. The venue will be announced in a separate memorandum.
2. This activity aims to enhance the knowledge and competencies of Finance and Procurement Strand Personnel on the updated procurement forms and processes in accordance with Republic Act No. 12009 and its Implementing Rules and Regulations.
3. The list of participants is attached as **Annex A** for guidance and reference.
4. The activity will be conducted in a lecture-workshop format and will convene all concerned personnel to ensure proper preparation, review, and utilization of updated procurement and financial documents, as well as alignment of internal procedures with current policies.
5. This Division Memorandum adheres with the Equal Opportunity Principle (EOP) in observing all policies and protocol of the said activity. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
6. For information, guidance, and strict compliance.


RANDOLPH B. TORTOLA
 Schools Division Superintendent



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Effectivity	08.29.25	Page	1 of 4



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ATCH.: Annex A (List of Participants)

Reference:

To be indicated in the Perpetual Index
under the following subjects:

NEW FORMS AND PROCUREMENT PROCESS (UNDER RA 12009)
COORDINATION MEETING TARGET SETTING 2026

RE: WORKSHOP ON THE NEW FORMS AND PROCUREMENT PROCESS UNDER REPUBLIC ACT NO. 12009 (THE NEW GOVERNMENT PROCUREMENT REFORM ACT), COORDINATION MEETING, AND TARGET SETTING FOR IPCRF CY 2026 OF FINANCE AND PROCUREMENT STRAND PERSONNEL

ACCOUNTING/cda



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

Annex A: List of Participants

No.	Name	Position
1	RANDOLPH B. TORTOLA	SDS
2	CONNIEBEL C. NISTAL	ASDS
3	MARICEL B. JANGAO	ACCOUNTANT III
4	STEPHANIE P. SALIGUMBA	BUDGET OFFICER III
5	CHARMAIGNE IRISH L. APDIAN	PDO I
6	NISHI M. ABRATIGUIN	PDO I
7	CLARK AIRON G. UNSON	AO II
8	EULITA M. CASTILLO	AO II
9	HONEY LUZ S. NACUA	AO II
10	JENICE MAE L. MALACO	AO II
11	KEMBERLY D. OCO	AO II
12	LEABETH P. SALVA	AO II
13	DIANNE L. SUGUILON	AO II
14	NICK C. RATUNIL	AO II
15	RODRIGO N. VALMORIA, JR.	AO II
16	ROSA MARIA M. REBUSTO	AO II
17	CHERRY LOU D. ASEQUIA	AO II
18	MARY ROSE P. CORTEZ	AO II
19	SHEILA MAE B. ACERO	AO II
20	ARIEL S. PADIGOS	AO II
21	LEAH MAE C. AKUT	AO II
22	ADRIAN GABRIEL LABADAN	AO II
23	APPLE KEITH B. ARANGOSO	AO II
24	ADRIAN KIRBY P. SAARIÑAS	AO II
25	JON LOUIS O. DACOCO	AO II
26	DANEL JOHN R. HAMO	AO II
27	SAMANTHA M. RACHO	AO II
28	RUBY FLOR M. SINCO	AO II
29	MARJORIE T. RAS	AO II
30	EDJIE P. DAGOPIOSO	AO II
31	LOVELY JOY CATANE	ADAS III
32	MARILOU B. PAGLINAWAN	ADAS III
33	DEXTER A CARANGCARANG	ADAS III
34	JENILYN A. MAGNAONG	ADAS III
35	JAN FRANCIS L. GALARRITA	ADAS III
36	MARIELA B. PAISANO	ADAS III
37	MICEL P. TABIGNE	ADAS III



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38	FRANCIS JONESRIO D. CAMOMOT	ADAS III
39	MARIBEL C. EDMILAO	ADAS III
40	GERAMIE C. BARROS	ADAS II
41	NYSSA ISOBEL M. SABADO	ADAS II
42	MAE ANTOINETTE N. PADIGOS	ADAS II
43	CARLOS D. ACERO, JR.	ADAS II
44	EVERLYN M. CAÑETE	ADAS II
45	FRITZIE LYNNE B. GEQUINTO	ADAS II
46	MERAFE O. CLARABAL	ADAS II
47	QUENNIE L. ARRIESGADO	ADAS II
48	ROTHELLEE L. SABURNIDO	ADAS II
49	ROSE ANN P. IGLORLIA	ADA VI