



Republic of the Philippines  
**Department of Education**  
 DIGOS CITY DIVISION

**Office of the Schools Division Superintendent**

**OFFICE MEMORANDUM**  
 OSDS-2024- 002

To : All School Heads  
 All Administrative Officers II in Schools  
 All Administrative Assistants III deployed in Schools  
 All Administrative Assistants II deployed in Schools  
 All concerned

Subject : **School Maintenance and Other Operating Expenses Web-Based Monitoring System**

Date : April 29, 2024

In compliance to OUF-2023-0753 dated December 18, 2023, directing the use and implementation of the School Maintenance and Other Operating Expenses Web-Based Monitoring System, the Administrative Officers II, Administrative Assistants III and Administrative Assistants II deployed in schools are hereby requested to go to the Accounting Section on the following schedules to facilitate the verification and tagging of prior month transactions as liquidated, to wit:

DATE	DISTRICT
May 2	Digos Occidental District
May 3	Digos South District
May 7	Digos Oriental District
May 8	Mt. Apo District / JHS/SHS Schools

We thank you for your unwavering and steadfast commitment to this endeavor and look forward to making this activity a continued success.

For information, guidance, and compliance.

*Melanie P. Estacio*  
**MELANIE P. ESTACIO, PhD, CESO VI**  
 OIC-Schools Division Superintendent

JepEd Schools Division of Digos City  
 RECORDS SECTION

**RELEASED**  
 24-120344  
 DATE: 10 2 MAY 2024 TIME: 9:53



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)  
 Telephone Nos.: (082) 553-8375; (082) 553-8396