



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2024-378

To: **FRANCIS JUDE D. ALCOMENDRAS**
Administrative Officer V

Subject: **ADDENDUM TO DIVISION MEMORANDUM NO. OSDS- 2024-369 TITLED: "DESIGNATION AS ALTERNATE SIGNATORY ON THE DISBURSEMENT VOUCHERS AND OTHER DOCUMENTS RELATED TO MONETARY TRANSACTIONS"**

Date: November 26, 2024

1. In consonance with the Division Memorandum No. OSDS- 2024- 369 or The Designation as Alternate Signatory on the Disbursement Vouchers and Other Documents Related to Monetary Transactions, the following are also added as part of your designation, to wit:
 - a. to sign the Disbursement Vouchers and Other Documents Related to the remittances / payments to Philippine Health Insurance Corporation, and to the Private Lending Institutions.
2. For your information and strict compliance.


MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent

DepEd Schools Division of Digos City
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