



December 20, 2019

REGIONAL MEMORANDUM
No. **881** s. 2019

SUBJECT: SIGNING AUTHORITY ON FINANCIAL TRANSACTIONS


To: Assistant Regional Director
Chiefs of the RO Functional Divisions
Regional Employees
All concerned
This Region



1. Pursuant to Republic Act 9485 otherwise known as the Anti-Red Tape Act and Republic Act 6713 or the Code of Conduct and Ethical Standards of Public Officials and Employees which mandates that every official transaction shall be facilitated and processed without delay.
2. DepEd Caraga in its commitment to deliver quality and efficient public service and to ensure that the public services will not be interrupted even in the absence of signatories on certain financial transactions in the office due to, either official leave or travel, hereby provide the following guidelines for alternate signing authorities.

Approval of payment, Checks, ADA, LDDAP and SARO (for RD and ARD only) shall be exclusively signed by the following Regional Officials and in the order hereunder, subject to the limitations of the amount of transaction:

1. FRANCIS CESAR B. BRINGAS – OIC Regional Director
2. ARSENIO T. CORNITES, JR. – OIC Assistant Regional Director
(for transactions not to exceed One (1) Million)
3. ISIDRO M. BIOL, JR. – Chief Education Supervisor
(for transactions not to exceed One Hundred Fifty Thousand)
4. Financial transactions that do not conform to this Regional Memo shall be null and void.
5. Immediate and widest dissemination of this memorandum is desired.


FRANCIS CESAR B. BRINGAS, CESO V
Assistant Regional Director
Officer In-Charge
Office of the Regional Director



ISO 9001:2015 CERTIFIED
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