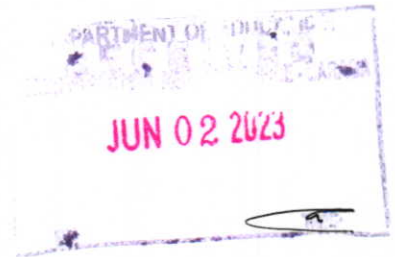




Republic of the Philippines
Department of Education
CARAGA REGION



June 1, 2023

REGIONAL ORDER
No. 002, s. 2023

To: ASSISTANT REGIONAL DIRECTOR
SCHOOLS DIVISION SUPERINTENDENTS
CHIEFS, FUNCTIONAL DIVISIONS
This Region

RECOMPOSITION OF THE REGIONAL PROVIDENT FUND BOARD

1. This Office hereby announces to the field, the recomposition of the Regional Provident Fund Board of Trustees and Secretariat, effective immediately, as follows:

Regional Provident Fund (PF) Board

Chairperson : **MARIA INES C. ASUNCION**, Director III
OIC-Regional Director

Vice Chairperson : **MINERVA T. ALBIS**, CESO V
Schools Division Superintendent
Regional PASS President

Members : **FE L. ALEGADO**
Chief Admin Officer-Finance Division
Representative, Finance Group

ISIDRO M. BIOL, JR.
Chief, Curriculum Learning & Management Division

JOEL B. ROSALES
Chief Admin Officer-Admin Division
Head, Regional PF Board Secretariat

Atty. JOSE B. GUIBONE
Attorney IV
Representative, National Employees' Union (NEU)

JUISH D. DELA VICTORIA
Master Teacher
Representative, Teachers' Group

Regional Provident Fund Board Secretariat

Members : **MERIAM C. DELA RITA** **REMEDIOS B. DANIEL**
Supervising Admin Officer Accountant II

ANVEN P. MAGLASANG **SHERYL R. PUYO** **CRISTABELLE R. JAGUIT**
Administrative Officer IV Administrative Officer V Administrative Officer IV



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2. Functions of the Regional Board of Trustees are the following:
 - a. Implement the policies, rules and regulations promulgated by the National Board of Trustees in the best and most suitable manner to efficiently and effectively address the needs and concerns of the teachers and employees of the region;
 - b. Administer, supervise and monitor the operations of the Fund at the regional level;
 - c. As the need arises, designate and appoint other staff and officers of the Regional Board from among the regular staff of the regional office;
 - d. Render periodic reports to the National Board of Trustees on the status of operations and financial condition of the Fund;
 - e. Create Division Secretariats to be headed by the Division Superintendent to administer the operations of the Fund in the division level under the supervision of the Regional Board; and
 - f. Perform such other functions as may be necessary to effectively carry out the implementation of the policies, rules and regulations promulgated by the National Board of Trustees.
3. Functions of the Regional Provident Fund Board Secretariat are as follows:
 - a. Implement the policies, rules and regulations promulgated by the Board;
 - b. Recommend the release of fund allocation to the different division chapters;
 - c. Supervise the lending operations of the Fund with authority to suspend the privileges granted by the Fund in accordance with the rules and regulations promulgated by the Board.
 - d. Prepare and submit a budget for the administration of the Fund, as well as a list of necessary personnel and the equivalent compensation.
 - e. Coordinate and keep records of the remittances, collections and financial transactions of the Fund.
 - f. Authorizes the receipts and disbursements of funds pursuant to the resolutions and orders of the Board and to require receipts, vouchers, invoices and other documents necessary for proper accounting.
4. For information, guidance and compliance.

MARIA INES C. ASUNCION

Director III
Officer-in-Charge
Office of the Regional Director

Encls.: None

Reference: DepEd Order 12, s. 2004 Revised Implementing Guidelines for the DepEd Provident Fund

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

PROVIDENT FUND

RECOMPOSITION

ORDER

ASD/mcd
06/01/2023



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
Website: <https://caraga.deped.gov.ph/>



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