



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

April 26, 2021

REGION MEMORANDUM
AD No. 17, s. 2021

**RECONSTITUTION OF DEPED XII PROVIDENT FUND
BOARD OF TRUSTEES AND SECRETARIAT**

TO: School Division Superintendents
Assistant Schools Division Superintendents
All DepEd SOCCSKSARGEN Region Employees

1. Pursuant to DepEd Order No. 12, s. 2004 dated February 24, 2004, the DepEd SOCCSKSARGEN Region Provident Fund Board of Trustees and its Secretariat are hereby reconstituted to provide enabling mechanism for the management of the said fund.
2. The new composition of DepEd SOCCSKSARGEN Region Provident Fund Board of Trustees and its secretariat are as follows:

REGIONAL BOARD OF TRUSTEES

Name	Position	Responsibility
CARLITO D. ROCAFORT, CESO V	Director III, OIC-ORD	Chairman
ROMELITO G. FLORES, CESO V	Schools Division Superintendent – PASS President	Vice-Chairman
FATIMA I. ADZA	Chief AO, Administrative Division	
MA. LOURDES A. SANCHEZ	Chief AO, Finance Division	
LUZ LALLI L. FERRER	Chief Education Supervisor, Quality Assurance Division	
ERIC R. BALANCIO, PhD	Teacher Representative/ PPSTA	
ARTURO L. PORRAS	Administrative Group/ DepEd -NEU	Member



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3. Likewise, the following shall compose the **SECRETARIAT** of the Board of Trustees:

Fatima I. Adza, Al Haj	Head Secretariat, AD-CAO
Kathrine H. Lotilla	Alternate – Head Secretariat, AD- SAO
Maria Jeanette N. Delima, CPA	Member – FD -Supervising AO
Atty. Nelyn B. Frinal	Member – ORD, Legal Unit – Legal Officer IV
Noren Grace G. Laguting	Member – FD, Budget Section – AO V
Lydia G. Initan	Member – AD-Cash, AO V
Joseph Russel M. Farnazo	Member – AD-Personnel, AO V
Jessebelle Bayoneta	Member – Processor/Accounting, Accountant II
Emerin B. Astillero	Member – Processor/Payroll-In-Charge
Edwin C. Parcon	Member – AD -PSU
Samsudin M. Paraid	Member – Processor/Payroll In-Charge
Sybil Ann C. Diaz	Member - Processor

4. All officials in the Regional Board of Trustees shall have a term of one (1) year, except for ex-officio member including the Regional Director in the Regional Board, after which new sets officers shall be appointed in the Board. There is no prohibition, however, against the re-appointment of officers in the Board for the term of one (1) year.

5. The following are the functions and responsibilities of the regional board of trustees:

- 5.1 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 in the region.
- 5.2 Administer, supervise and monitor the operations of the Fund at the regional level.
- 5.3 As the need arises, designate and appoint other staff and officers of the Regional Board from among the regular staff of the regional office.
- 5.4 Render periodic reports to the National Board of Trustees on the status of operations and financial condition of the Fund.
- 5.5 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. When necessary and applicable, delegate authority to approve loans to the Division Superintendent but only up to maximum amount that shall be hereinafter set forth. The





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Division Secretariat shall render monthly/quarterly reports to the Regional Board on the status of operations and financial condition of the Fund.

5.6 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.

6. For information and guidance of all concerned.



CARLITO D. ROCAFORT

Director III

OIC-Office of the Regional Director

Encl.: None

Reference: DepEd Order No. 12, s. 2004

Allotment:

To be indicated in the Perpetual Index under the Subject

FUND OFFICERS

JRF/AD-P/RM/- Reconstitution of Provident Fund Board of Trustees /011/April 26, 2021



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