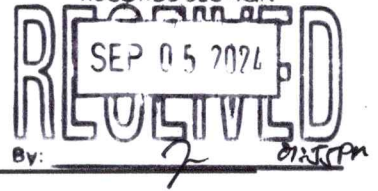




Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF BIÑAN CITY

DEPARTMENT OF EDUCATION
Schools Division of Biñan City
RECORDS SECTION



05 Sep 2024

DIVISION MEMORANDUM

OSD-2024- 034

SUBMISSION OF FINAL AND OFFICIAL LIST OF FINANCIAL ASSISTANCE PROGRAM (10K VOUCHER) RECIPIENTS

To: Assistant Schools Division Superintendent
Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
All Concerned School Heads

1. For the information and guidance of all concerned, enclosed is the letter from the Office of the City Education Officer dated September 4, 2024, regarding the request of Final and Official List of Financial Assistance Program (10k Voucher) recipients in preparation for the encashment of voucher this A.Y. 2024-2025.

2. Concerned school heads are hereby requested to submit the **Final and Official List of Financial Assistance Program (10k Voucher) recipients** who are presently enrolled in the following DepEd Senior High School Campuses in the City of Biñan:

- a. Biñan City Senior High School - West Campus
- b. Biñan City Senior High School - San Antonio Campus
- c. Biñan City Senior High School - Sto. Tomas Campus
- d. Biñan City Senior High School - Timbao Campus
- e. Biñan Integrated National High School
- f. St. Francis Integrated National High School

3. Below are the submission details:

- a. **Deadline:** On or before **September 11, 2024 (Wednesday)**
- b. **Format:** (Surname, First Name, Middle Name, Voucher Number, Track/Strand, Gender, Contact Number)
- c. **Template:** Download through <https://tinyurl.com/2024FinancialAssistanceProgram>
- d. **Soft Copy:** Submit in Excel format (editable) via email to ceobinan@gmail.com copy furnish admin.sdobinacity@deped.gov.ph
- e. **Hard Copy:** Submit to this Office thru the Records Unit, duly signed by both the School Registrar and the School Principal/School Head

4. For queries and clarifications, please send an email to admin.sdobinacity@deped.gov.ph or call (049) 547 0105.

5. Immediate dissemination of this Memorandum is desired.



Address: P. Burgos St., Brgy. Sto. Domingo, Biñan City, Laguna
Contact Nos.: (049) 547-0105 / (+63) 939-510-8779
Email Address: deped.binacity@deped.gov.ph
Website: depedbinan.com



Certificate No. PHP QMS
22 93 0085

MANUELA S. TOLENTINO, CESO V
Schools Division Superintendent

Encl: As stated
Reference: None

OSDS/AD / AMC / GMC / DM - Submission of Final and Official List of Financial Assistance Program
(10k Voucher) Recipients
/ 09/05/2024



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REPUBLIC OF THE PHILIPPINES
PROVINCE OF LAGUNA
CITY OF BIÑAN
OFFICE OF THE CITY EDUCATION OFFICER
G/F PUP Bldg., Zapote, Biñan City, Laguna | Contact No. 513-5015



4 September 2024

DR. MANUELA S. TOLENTINO, CESO V
Schools Division Superintendent
Department of Education, Division of Biñan
Brgy. Sto. Domingo, City of Biñan, Laguna

Dear Dr. Tolentino:

Greetings!

In preparation for the Encashment of Voucher this A.Y. 2024-2025, we would like to formally request the **FINAL AND OFFICIAL LIST of FINANCIAL ASSISTANCE PROGRAM (10k Voucher) recipients** who are presently enrolled in DepEd Senior High School Campuses in the City of Biñan (BCSHS-West Campus, San Antonio Campus, Sto. Tomas Campus, Timbao Campus, BINHS, SV5AINHS, and SFINHS).

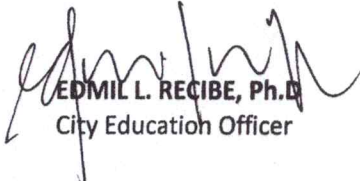
We would appreciate it if the abovementioned request were submitted at the City Education Office and at ceobinan@gmail.com in the following format on or before **September 13, 2024 (Friday)**:

- **For SOFT COPY (excel format)** – Enable for Editing (Surname, First Name, Middle Name, Voucher No., Track/Strand, Gender, Contact Number)
- **For HARD COPY** – signed by the School Registrar and School Principal/School Head

For other concerns and queries, you may reach us at the email address provided above and/or you may contact us directly at (049) 513-5015.

Thank you very much and God Bless!

Very respectfully,


EDMIL L. RECIBE, Ph.D.
City Education Officer

Cc: School Governance and Operations Division (SGOD)
SHS Coordinators