



Republic of the Philippines  
**Department of Education**

*Region I*

SCHOOLS DIVISION OFFICE OF ALAMINOS CITY

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Division Memorandum No. 060  
Series 2021

To : Assistant Schools Division Superintendent  
Chief, Curriculum Implementation Division (CID)  
Chief, School Governance and Operation Division (SGOD)  
Education Program Supervisors, SEPS, Division Personnel  
Public School Heads/Principals/OIC's  
All Others Concerned

Subject: **REVISED SIGNING AUTHORITIES FOR ADMINISTRATIVE  
AND FINANCIAL MATTERS IN THE DEPARTMENT OF  
EDUCATION**

From : The Schools Division Superintendent

Date : **March 3, 2021**

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1. This is in connection with DepEd Order No. 008 s. 2021 dated February 19, 2021 on the "Revised Signing Authorities for Administrative and Financial Matters in the Department of Education and in pursuant to the provisions of Republic Act No. 11032 otherwise known as the "Ease of Doing Business and Efficient Government Service Delivery Act of 2018 and its Implementing Rules and Regulations",

2. The revised policy aims to establish accountability by delegating the signing authorities in support of DepEd operations and to clarify and streamline financial and administrative systems and procedures.

Accordingly, the revision will significantly aid the following:

- a. Addressing the existing and emerging challenges in both administrative and financial operations;
- b. Rationalizing delineation of responsibilities in DepEd by enhancing the structure for delegation of authority, and
- c. Ensuring standard implementation of rules and processes as part of the financial management and procurement reform initiatives of DepEd.

**Therefore, all concerned DepEd employees and SCHOOL HEADS are encouraged and advised to DOWNLOAD DepEd Order 008 s. 2021, read thoroughly and understand the content for your proper information and guidance.**

3. The revision of the signing authority shall take effect immediately

4. Immediate dissemination and strict compliance of DepEd Order 008 s. 2021 is directed.

  
DR. LORNA G. BUGAYONG, CESO V  
Schools Division Superintendent