



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

June 28, 2022

DIVISION MEMORANDUM

No. 245, s. 2022

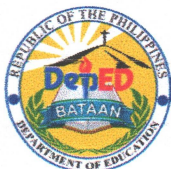
**MID - YEAR DIVISION CONSOLIDATION OF CY 2022 FINANCIAL
ACCOUNTABILITY REPORTS**

To: Senior Bookkeepers – Fiscally Autonomous Schools
Accountant I – Bataan School of Fisheries
Accountant III
SDO Finance Team
All Others Concerned

1. This Office informs all Senior Bookkeepers and Accountant I that a **Mid - Year Division Consolidation of FY 2022 Financial Accountability Reports will be held at Crown Royale Hotel, Balanga City, Bataan on July 5 to 7, 2022 at 8:00 am to 5:00 pm.**

DATE	ACTIVITY
JULY 5 - 6, 2022	Checking and Finalization of individual Financial Reports and supporting schedules, BMS.
JULY 7, 2022	Submission of individual Financial Reports & FARS and all supporting schedules, BMS & URS.

2. This activity aims:
 - to adapt the highly technical way of presentation and consolidation of Financial Reports and supporting schedules that will help the agency in monitoring the performance;



“WE MOULD HEROES”

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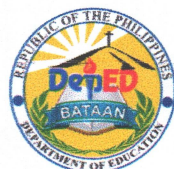
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- to ensure that financial integrity will be obtained upon proper presentation of the reports;
- to ensure timely submission of the division consolidated mid-year financial and budgetary reports and schedules to the Regional Office; and
- to develop a good and harmonious working relationship among finance personnel.

3. **Registration Fee** of One Thousand Eight Hundred pesos (Php 1,800.00) each for 3 days is required to cover meals and venue chargeable against regular MOOE.

4. The participants are as follows:

NAME		POSITION	DISTRICT
1	MYRA V. DILIG	ACCOUNTANT III	SCHOOLS DIVISION OFFICE
2	MYLENE G. SANTOS	AO V/BUDGET OFFICER	SCHOOLS DIVISION OFFICE
3	MARRY CONN GACUTAN	AO/DIVISION BOOKKEEPER	SCHOOLS DIVISION OFFICE
4	JOYCE S. TALA	ADAS III/SENIOR BOOKKEEPER	SCHOOLS DIVISION OFFICE
5	MARIA FE P. MARTONITO	ADAS III/SENIOR BOOKKEEPER	SCHOOLS DIVISION OFFICE
6	KRIZZA MARIE S. LOPEZ	ADAS III/ SENIOR BOOKKEEPER	SCHOOLS DIVISION OFFICE
7	IMELDA C. QUITAIN	ADAS III/SENIOR BOOKKEEPER	LIMAY NHS
8	RHEA KATRINA P. DUMALAG	ADAS III/SENIOR BOOKKEEPER	ORANI NHS
9	ROSSANA S. SORIANO	ADAS III/SENIOR BOOKKEEPER	MAGSAYSAY IS
10	ROSARIO B. DE LEON	ACCOUNTANT I	BAT. SCHOOL OF FISHERIES
11	GEMMA M. SAGUN	ADAS III/SENIOR BOOKKEEPER	E.C. BERNABE NHS
12	CLARISSE C. ESTANISLAO	ADAS III/SENIOR BOOKKEEPER	MORONG NHS



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13	ANNABEL A. GALICIA	ADAS III/SENIOR BOOKKEEPER	LAMAO NHS
14	MYRNA B. TIHIM	ADAS III/SENIOR BOOKKEEPER	MARIVELES NHS (POB)
15	EMILY M. PESTEOS	ADAS III/SENIOR BOOKKEEPER	LUAKAN NHS
16	JAN KARLO L. SANTOS	ADAS III/SENIOR BOOKKEEPER	MARIVELES NHS (CAB)
17	LENNEINE O. MANAYAN	ADAS III/SENIOR BOOKKEEPER	SAMAL NHS
18	DONNA D. OCAMPO	ADAS III/SENIOR BOOKKEEPER	J.C PAYUMO JR MHS
19	REA M. CHAVEZ	ADAS III/SENIOR BOOKKEEPER	PAGALANGGANG NHS
20	ANGELINA H. AMISTOSO	ADAS III/SENIOR BOOKKEEPER	BALSIK NHS
21	ROBIN JAMES P. ATIENZA	ADAS III/SENIOR BOOKKEEPER	JEAG MHS
22	ANDREW KING PIZARRO	AO II	JEAG MHS
23	LEO S. MUÑOZ	ADAS III/SENIOR BOOKKEEPER	P. ROMAN NHS
24	JOHN DAVID S. GARCIA	ADAS III/SENIOR BOOKKEEPER	HERMOSA NHS
25	MARIA YVETTE F. TRIA	ADAS III/SENIOR BOOKKEEPER	B. CAMACHO NHS

5. The Division Memorandum will serve as Authority to Travel of the Participants.

6. Coming on time and complete attendance is earnestly desired.


ROLAND M. FRONDA, EdD, CESO VI