



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

DIVISION MEMORANDUM

No. i20, s. 2023

**ENHANCED FINANCIAL REPORTING SYSTEM (eFRS) ORIENTATION FOR
FISCALLY AUTONOMOUS SCHOOLS(FAS)**

To: School Head – Fiscally Autonomous Schools
Senior Bookkeepers – Fiscally Autonomous Schools
Accountant I – Bataan School of Fisheries
Accountant III – Bataan High School for the Arts
SDO Accounting Personnel

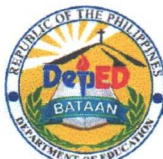
1. This Office announces the **eFRS Orientation for Fiscally Autonomous Schools (FAS)** to be held on **April 20, 2023, 8:30AM** at **Division Office – Conference Hall**.

2. This activity aims to:

Familiarize concerned accounting unit personnel in using the eFRS v.4.1 FY 2023 particularly on creating account, functions off add-ins command, setting-up of beginning balance, DV preparation, journal entries of financial transaction, usage of transaction review, editing data and generation of disbursement vouchers, general ledger, trial balance and financial statements.

3. Participants in this orientation are as follows:

	NAME	POSITION	DISTRICT
1	MYRA V. DILIG	ACCOUNTANT III	SCHOOL DIVISION OFFICE
2	MARRY CONN GACUTAN	AO/DIVISION BOOKKEEPER	SCHOOL DIVISION OFFICE
3	JOYCE S. TALA	ADAS III/SENIOR BOOKKEEPER	SCHOOL DIVISION OFFICE
4	PAUL JOHN D. DIMLA	ADAS III/SENIOR BOOKKEEPER	SCHOOL DIVISION OFFICE
5	ANGELA FAE V. ORIEL	ADA IV	SCHOOL DIVISION OFFICE
6	KIMBERLY MANUEL	ADA IV	SCHOOL DIVISION OFFICE
7	MARIA JANINE O. TAULE	ADA IV	SCHOOL DIVISION OFFICE
8	IMELDA C. QUITAIN	ADAS III/SENIOR BOOKKEEPER	LIMAY NHS
9	REGINA ALEISANDRA R. BUSTILLOS	ADAS III/SENIOR BOOKKEEPER	HERMOSA NHS
10	RHEA KATRINA P. DUMALAG	ADAS III/SENIOR BOOKKEEPER	ORANI NHS



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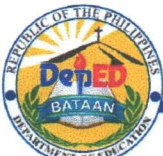
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11	ROSSANA S. SORIANO	ADAS III/SENIOR BOOKKEEPER	MAGSAYSAY NHS
12	ROSARIO B. DE LEON	ACCOUNTANT I	BAT. SCHOOL OF FISHERIES
13	GEMMA M. SAGUN	ADAS III/SENIOR BOOKKEEPER	E.C. BERNABE NHS
14	CLARRISE C. ESTANISLAO	ADAS III/SENIOR BOOKKEEPER	MORONG NHS
15	ANNABEL A. GALICIA	ADAS III/SENIOR BOOKKEEPER	LAMAO NHS
16	MYRNA B. TIHIM	ADAS III/SENIOR BOOKKEEPER	MARIVELES NHS (POB)
17	ANJELLA B. ARCEO	ADAS III/SENIOR BOOKKEEPER	LUAKAN NHS
18	JAN KARLO L. SANTOS	ADAS III/SENIOR BOOKKEEPER	MARIVELES NHS (CAB)
19	LENNEINE O. MANAYAN	ADAS III/SENIOR BOOKKEEPER	SAMAL NHS (CAB)
20	ROSALIE T. TOLEDO	ADAS III/SENIOR BOOKKEEPER	J.C PAYUMO JR MHS
21	REA M. CHAVEZ	ADAS III/SENIOR BOOKKEEPER	PAGALANGGANG NHS
22	ANGELINA H. AMISTOSO	ADAS III/SENIOR BOOKKEEPER	BALSIK NHS
23	ROBIN JAMES P. ATIENZA	ADAS III/SENIOR BOOKKEEPER	JEAG NHS
24	LEO S. MUÑOZ	ADAS III/SENIOR BOOKKEEPER	P. ROMAN NHS
25	MARIA YVETTE F. TRIA	ADAS III/SENIOR BOOKKEEPER	B. CAMACHO NHS
26	MARK JENO GAOR	ACCOUNTANT III	BATAAN HS FOR THE ARTS

- Each participant is required to bring a laptop with downloaded Efrs v.4.1 FY 2023.
- Participants must bring a copy of the submitted trial balance report forwarded to the Commission of Audit (COA) for the month of January 2023.
- Transportation and other incidental expenses are chargeable against school MOOE subject to the usual accounting and auditing rules and regulations.
- This Division Memorandum will serve as Authority to Travel of the Participants.
- Attendance is earnestly desired.


CAROLINA S. VIOLETA, EdD, CESO VI
Schools Division Superintendent

FS1/FS28



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