



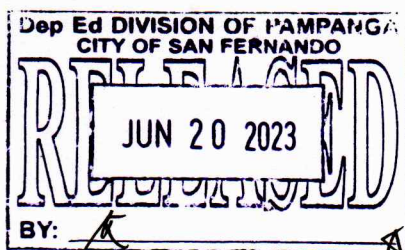
Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

DIVISION MEMORANDUM
NO. **285**, s. 2023

MID-YEAR ASSESSTMENT AND WORKSHOP ON THE CONSOLIDATION OF FINANCIAL REPORTS

TO: Assistant Schools Division Superintendent
School Heads of Fiscally Autonomous Schools
Senior Bookkeepers
All Others Concerned

1. The Schools Division Office, through the Finance Unit will conduct a Mid-Year Assessment and Seminar Workshop on the Reconciliation and Consolidation of CY 2023 Mid-Year Financial Reports on June 28-30, 2023. (Venue to be announced on a later date)
2. The activity aims to provide technical assistance and supervise the Senior Bookkeepers of Fiscally Autonomous Schools on the timely submission of a **COMPLETE, ACCURATE AND RELIABLE Mid-Year Reports** and to enable them to properly implement the financial systems being adopted by the Division.
3. Participants in the said activity are the Senior Bookkeepers and OIC - Bookkeepers of Fiscally Autonomous Schools who shall bring their respective laptops and standby pocket wifi.
4. A registration fee of P5,200.00 per participant shall be collected chargeable to the School MOOE to defray expenses relative to the conduct of the activity like venue, accommodation, meals and snacks. Schools shall pay the said amount to the Division Cashier not later than June 27, 2023.
5. All Fiscally Autonomous Schools are directed to comply with the submission of financial Reports on June 30, 2023. (No output No issuance of Certificate of Appearance)
6. Widest dissemination of this memorandum is enjoined.




Romeo M. Alip, Ph.d, CESO V
Schools Division Superintendent





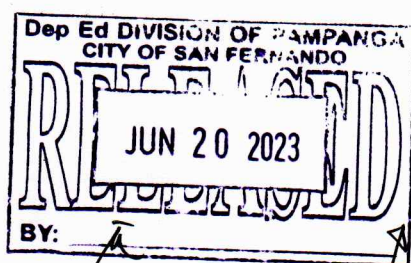
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