



Republic of the Philippines
Department of Education
 REGION VI-WESTERN VISAYAS
 SCHOOLS DIVISION OF KABANKALAN CITY

DIVISION MEMORANDUM
 NO. 502, s. 2022

DEC 05 2022


**CY 2022 YEAR-END CONVERGENCE OF DIVISION BOOKKEEPERS
 AND CLUSTERED BOOKKEEPERS**

To: Assistant Schools Division Superintendent
 SGOD and CID Chiefs
 Public Schools District Supervisors
 Administrative Officer V
 Accountant III
 Budget Officer
 All Others Concerned

1. There will be a CY 2022 Year-end Convergence of Division Bookkeepers and Clustered Bookkeepers on December 12, 2022, *Monday* 08:00 a.m. to 05:00 p.m. The venue shall be announced later.
2. This activity aims to:
 - a. provide a forum to discuss observations during field monitoring;
 - b. resolve prevailing issues and concerns on School MOOE utilization and liquidation; and
 - c. apply mechanisms for transparency and accountability
3. The number of participants to this activity are the following:

	NO. OF PERSONNEL		NO. OF PERSONNEL
SDS	1	ACCOUNTANT	1
ASDS	1	CLUSTERED BOOKKEEPERS	20
BUDGET OFFICER	1	DIVISION BOOKKEEPERS	14

4. The food, travelling, and other expenses are chargeable against School MOOE Funds subject to the usual accounting and auditing rules and regulations.
5. Health and safety protocols shall be observed at all times on the duration of the activity.
6. Immediate dissemination of and compliance with this Memorandum are desired.


NICASIO S. FRIO, CESO VI
 Assistant Schools Division Superintendent
 Officer-In-Charge
 Office of the Schools Division Superintendent



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