

## Department of Education REGION VI - WESTERN VISAYAS SCHOOLS DIVISION OFFICE OF KABANKALAN CITY Tayum St., Barangay 8, Kabankalan City, Negros Occidental

Tel. No. (034) 471-2003 • (034) 471-2454



**DIVISION MEMORANDUM** 

No. 142\_\_\_, s. 2018

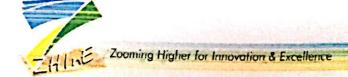
## FY 2018 FULL-TIME DELIVERY UNIT (FDU) CONFERENCE WITH DBM

To : Secondary School Heads of Implementing Units

Date: July 24, 2018

- 1. The DBM technical personnel, Mr. Edgar L. Javison and Mr. Keith C. Censoro will conduct the FY 2018 Full Time Delivery Unit (FDU) conference on August 7, 2018 at Zaycoland Resort and Hotel.
- 2. This conference aims to review the Budget Execution process and review the school budget utilization as of June 30, 2018.
- 3. The participants in this conference are the School Principal and Administrative Assistant III (Bookkeeper), Bookkeeper designate of Implementing Units.
- 4. Please bring hard copies of FAR 1, FAR1a and FAR1b (submitted status) generated from the URS. Prepare also an explanation for their reversions for 1<sup>st</sup> and 2<sup>nd</sup> Quarter.
- 5. There will be a registration of Php 1,600.00 per school to cover food and other expenses that shall be charged to School MOOE, subject to the usual accounting and auditing rules and regulations.
- 6. For immediate dissemination and compliance.

MA. LORLINIE M. ORTILLO, CESO VI Schools Division Superintendent





DATE: 7 12 18
TIME: 4:25 pm

## REPUBLIC OF THE PHILIPPINES DEPARTMENT OF BUDGET AND MANAGEMENT

REGION VI, ILOHO CITY

Tel. No. 335-0354/336-1389; 335-1235 (FAX) = E-mail: dbm\_re6@dbm.gev.ph

11 July 2018

The Schools Division Superintendent MA. LORLINIE M. ORTILLO Department of Education Division of Kabankalan City Kabankalan City, Negros Occidental

JUL 11 2018

## Dear Superintendent Ortillo

Please be informed that the statement of utilization and palances of Notice of Cash Allocation (NCA) obtained from the Land Bank of the Philippines show a collective agency book balance amounting to P343,202.24 that remained unutilized at the end of June 2018 for all the operating units in the Division of Kabankalan City (kindly refer to *Annex A* for details).

Since said amount is quite substantial, we are requesting the Division of Kabankalan City to a conduct of a Full-Time Delivery Unit (FDU) meeting on 07 August 2018 to be attended by key officials of the Schools Division Office and the principals and bookkeepers of all the implementing units in the Division.

Our technical personnel, Mr. Edgar L. Javison and Mr. Keith C. Censoro, will be attending said FDU meeting.

For your information and appropriate action, please.

Very truly yours.

MAE L. CHUA

OIC - Regional Director

The OIC-Regional Director

Ma. Germa M. Ledesma

Department of Education —

Department of Education - Regional Office VI

Duran St., Iloilo City

ANNEX A

Particulars	Servicing Bank	MDS Account	Agency Book Balance		Total Reversion
			As of 28 March 2018	As of 29 June 2018	Keversion
Division of Kabankalan City	LBP-Kabankalan	2117-9000-05			15,063.58
Bantayan National High School	LBP-Kabankalan		6.44	15,057.14	Andrew American
		2117-9007-22	0.09	881.88	881.97
Binicuil National High School	LBP-Kabankalan	2117-9000-30	1.91	8,012.05	8,013.96
Camansi National High School	LBP-Kabankalan	2117-9008-03	1,91		438.58
Florentino Galang, Sr. National High School	LBP-Kabankalan	2117-9010-44		438.58	
Inapoy National High School	LBP-Kabankalan	2117-9005-60		1,213.90	1,213.90
Locotan National High School	LBP-Kabankalan	2117-9002-50	136.26	114.33	250.59
Salong National High School	LBP-Kabankalan	2117-9003-31	1,720.70	330 81	2,051.51
Salong Wallonai Flight School	LBP-Kabankalan	2711 2000 01	293.06	187,791.68	188,084.74
Tabugon National High School	EDI TROGRISSION	2117-9002-93			
Tampalon National High School	LBP-Kabankalan	2117-9006-25		122,136.65	122,136.65
Tapi National High School	LBP-Kabankalan	2117-9006-68	3.45	5,063.3	5,066.76
					343,202.24

Prepared by:

RETH C. CENSORO
Budget and Management Specialist I

Reviewed by:

EDGAR L. JAVISON

Chief Budget and Management Specialist

APPROVED:

MAE L. CHUA OIC - Regional Director