



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 1st and 2nd 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 



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REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT

REGION VI, ILOILO CITY

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11 July 2018

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

RELEASED

JUL 11 2018

Dear Superintendent Ortillo

Please be informed that the statement of utilization and balances 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 conduct 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

cc: The OIC-Regional Director
Ma. Gemma M. Ledesma
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	
Division of Kabankalan City	LBP-Kabankalan	2117-9000-05	-	-	-
Bantayan National High School	LBP-Kabankalan	2117-9007-22	6.44	15,057.14	15,063.58
Binicuil National High School	LBP-Kabankalan	2117-9000-30	0.09	881.88	881.97
Camansi National High School	LBP-Kabankalan	2117-9008-03	1.91	8,012.05	8,013.96
Florentino Galang, Sr. National High School	LBP-Kabankalan	2117-9010-44	-	438.58	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
	LBP-Kabankalan		293.06	187,791.68	188,084.74
Tabugon National High School		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	5,063.31	5,066.76
					343,202.24

Prepared by:


KEITH C. CENSORO

Budget and Management Specialist I

Reviewed by:


EDGAR L. JAVISON

Chief Budget and Management Specialist

APPROVED:


MAE L. CHUA

OIC - Regional Director