



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM
No. 011, s. 2023

August 1, 2023

JOINT ENTRANCE CONFERENCE FOR CY 2023 AUDIT PERIOD

**TO: ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
SGOD DIVISION CHIEF
CID DIVISION CHIEF
ACCOUNTANT III
ENGINEER III
ADMINISTRATIVE OFFICER V – ADMIN
ADMINISTRATIVE OFFICER V – BUDGET
ADMINISTRATIVE OFFICER IV – CASH
OIC – SUPPLY OFFICER**

1. Pursuant to the enclosed letter of Helena L. Valdez, State, Regional Supervising Auditor, regarding their invitation for a **Joint Entrance Conference on CY 2023 Audit period**, you are hereby invited to attend the said activity on **August 8, 2023 at 9:00AM** to be held at **Megan Function Hall, Corner Lim, Bataan Streets, Digos City**.
2. During this entrance conference, COA Audit Team will formally communicate to the Management the audit observations and recommendations as well as the planned scope and timing of audit.
3. For immediate dissemination and compliance.

For and in the absence of the SDS:

Cherrie Anne B. Bohol 08-01-23
CHERRIE ANNE B. BOHOL
Education Program Supervisor
Officer-in-Charge

JepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
27-105478
DATE: AUG 01 2023 TIME: 4:17 PM
BY: [Signature]

Encls: Letter of Invitation
References: Letter of invitation
To be indicated in the Perpetual Index under the following subjects:
Entrance Conference, Audit

accountant: ENTRANCE CONFERENCE FOR CY2023 AUDIT
1 August 2023



Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
(082) 553-8396 | (082) 553-8376 | (082) 553-9170 | (082) 553-8375
(082) 553-8396 | (082) 553-8376
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REPUBLIC OF THE PHILIPPINES
COMMISSION ON AUDIT
REGIONAL OFFICE NO. XI
 NATIONAL GOVERNMENT AUDIT SECTOR
 CLUSTER 5 – EDUCATION AND EMPLOYMENT
 C.P. Garcia National Highway, Davao City

DepEd Schools Division of Digos City
 RECEIVED
 DATE: 25 JUL 2023
 BY: [Signature]
 105478
 10:04

Office of the Auditor – Audit Team No. R11-17
 Department of Education-Division of Digos City
 Rizal Ave., Digos City

July 17, 2023

MS. MELANIE P. ESTACIO, CESO VI
 Assistant Schools Division Superintendent
 OIC-Schools Division Superintendent
 Department of Education-Digos City Division
 Roxas St. corner Lopez Jaena St. Digos City

Dear Madam:


In consonance with the International Standards of Supreme Audit Institutions (ISSAI) 200:64, on the requirement to formally communicate to Management the audit observations and recommendations as well as the COA **planned scope and timing of audit**, the following COA personnel composed of –

NGS-5-A	
Audit Team No. R11-17	
Helena L. Valdez	State Auditor V / Regional Supervising Auditor
Napoleon T. Mortalla, Jr.	State Auditor III / Audit Team Leader
Angeli Ariane A. Elmundo	State Auditor II / Audit Team Member
April Joie S. Sevilla	State Auditing Examiner II / Audit Team Member
Edeline D. Tolentino	Admin. Assistant V/ Audit Team Member

invite you for a Joint Entrance Conference on August 8, 2023, 9:00 AM at Megan Function Hall, Corner Lim, Bataan Street, Digos City, to discuss with you and your key personnel the conditions cited in the terms of engagement earlier communicated in our Audit Engagement Letter which was duly received by your Office.

We look forward to your full cooperation in this endeavor.

Very truly yours,


HELENA L. VALDEZ
 State Auditor V
 Regional Supervising Auditor

Date Received by the Agency: _____

By: Name and Signature: _____