



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

OFFICE MEMORANDUM

OSDS-2025- 070

To : Neptune L. Tambilawan- Budget Officer
Lea Nina Tambilawan- Budget Staff
Ma. Florinel G. Gallardo, CPA- Accountant III
Ethel M. Tabalba- Accounting Staff

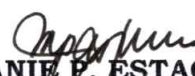
Subject : **CONDUCT OF WORKSHOP ON THE PREPARATION OF CY 2024 YEAR-END FINANCIAL REPORTS AND RECONCILIATION OF ACCOUNTS**

Date : January 13, 2025


In reference to the Regional Memorandum FD 2025-001 & 004 dated January 9, 2025, you are hereby directed to attend the Workshop on the Preparation of CY 2024 Year-End Financial Reports & Reconciliation of Accounts on **January 15-17, 2025**.

Traveling expenses of participants are chargeable against local funds subject to usual accounting and auditing rules and regulations while meals, venue and lodging are chargeable against Regional Funds. First meal to be served is dinner on January 15, 2025 and the last meal to be served is afternoon snacks on January 17, 2024.

For information, guidance and compliance.


MELANIE F. ESTACIO, Ph.D. CESO VI
Schools Division Superintendent

JepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
25-70276
DATE: JAN 14 2025 TIME: 9:50am
BY: 



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396



Republic of the Philippines
Department of Education
 DAVAO REGION

Schools Division Office -
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 DATE: 10 JAN 2025 TIME: 2:51
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 70276

January 9, 2025

REGIONAL MEMORANDUM
 FD-2025-004

**POSTPONEMENT OF THE CONDUCT OF WORKSHOP ON THE
 PREPARATION OF CY 2024 YEAR-END FINANCIAL
 REPORTS AND RECONCILIATION OF ACCOUNTS**

To: The Schools Division Superintendents

1. In reference to the Regional Memorandum No. FD-2025-001 dated January 3, 2025 on the Conduct of Workshop on the Preparation of CY 2024 Year-End Financial Reports and Reconciliation of Accounts, be informed that the activity shall be postponed from January 12-14, 2025 to January 15-17, 2025 due to the difficulty in transportation and mobility within the city as a result of several roads closure for the upcoming Iglesia ni Cristo National Rally for Peace scheduled to take place on January 13, 2025.
2. For information, guidance and strict compliance.

ALLAN G. FARNAZO
 Director

ROB2/kcd

DEPARTMENT OF EDUCATION
 RECORDS SECTION
RELEASED

BY: [Signature]
 DATE: Jan. 10, 2025
 43944



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