



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

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

OSDS-2025-146

To : Ma. Florinel G. Gallardo, CPA -Accountant III

Subject : **ATTENDANCE IN THE CONDUCT OF 2<sup>nd</sup> ANNUAL NATIONAL CONVENTION OF DEPED ACCOUNTANTS (CY 2025)**

Date : May 9, 2025

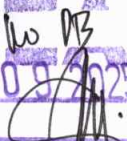
In relation to Memorandum re: **2<sup>nd</sup> ANNUAL NATIONAL CONVENTION OF DEPED ACCOUNTANTS (CY 2025)**, this office informs the concern to attend/participate the said convention which will be held on June 3 -6, 2025.

Traveling and other incidental expenses of involved personnel for the above-mentioned activity shall be charged to local funds subject to the usual government accounting and auditing rules and regulations.

For your information and guidance.

  
**MELANIE P. ESTACIO, PhD, CESO VI**  
Schools Division Superintendent

DepEd Schools Division of Digos City  
RECORDS SECTION

**RELEASED**  
DATE: MAY 09 2025 TIME: 4:20 PM  
BY: 



Republic of the Philippines  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY FOR FINANCE

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MEMORANDUM

**TO :** DEPED CENTRAL OFFICE - FINANCE SERVICE  
REGIONAL DIRECTORS  
SCHOOLS DIVISION SUPERINTENDENTS  
All Others Concerned

**FROM :** ATTY. EDSON BYRON K. SY  
Assistant Secretary for Finance  
Officer-in-Charge  
Office of the Undersecretary for Finance

**SUBJECT :** 2ND ANNUAL NATIONAL CONVENTION OF DEPED  
ACCOUNTANTS (CY 2025)

**DATE :** April 08, 2025

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The DepEd Central Office through the Finance Service - Accounting Division will be conducting the **2nd Annual National Convention of DepEd Accountants (CY 2025)** to be hosted by Schools Division of Cagayan De Oro City (venue to be announced later) on **June 03 - 06, 2025**, inclusive of travel time.

1. The objectives of this event are as follows:
  - capacitate finance strand to prepare an accurate and reliable consolidated Financial Statements, Financial Accountability Reports, and reconciled schedules;
  - on-time submission of financial reports to oversight agencies;
  - keep the participants abreast of the relevant issues and concerns associated with Financial Management brought about by recent issuances of Department and Oversight Agencies;
  - clarify issues and concerns on policies/issuances; and
  - provide guidance on the field for their proposed ways forward.
2. This event will be broadcasted live via Microsoft Teams, allowing all Finance Strand personnel, including Schools Division Offices, Implementing Units, and Non-Implementing Units, to participate online. This aims to promote inclusivity within the Finance Strand. Moreover, the participants will be updated with the latest developments from various government agencies such as COA, DBM, etc., and will have the opportunity to discuss their respective issues and concerns.



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3. The participants are the following:
    - a. Selected Finance Staff of the Central Office
    - b. Regional Office (RO) Accountants
    - c. Schools Division Office (SDO) Accountants
  4. RO and SDO are allowed to send one (1) participant, with the exception of the host division office, SDO Cagayan De Oro City, which is permitted to send up to Twenty (20) participants.
  5. The cost of board and lodging, supplies and materials, contingencies and other related expenses of the participants and resource persons for the above-mentioned activity shall be charged to **AC-25-FS-AD-GASS-2-002**. The Traveling, per diem and other incidental expenses of:
    - a) Central Office participants and resource persons shall be charged to **AC-25-FS-AD-GASS-2-002**; and
    - b) RO and SDO participants shall be charged to their respective local funds/RO/DO Proper MOOE
- All disbursements are subject to usual government accounting and auditing rules and regulations.
6. **Names of participants and complete travel time/flight details** should be submitted **on or before April 30, 2025, Wednesday**, thru this link: [https://bit.ly/REG\\_F2F\\_2ndANC\\_CY2025](https://bit.ly/REG_F2F_2ndANC_CY2025). Please register on time to facilitate room assignment. The number of participants for each region/division will be strictly limited to the allotted number of participants only.
  7. For the virtual participants, kindly register thru this link: [https://bit.ly/REG\\_Virtual\\_2ndANC\\_CY2025](https://bit.ly/REG_Virtual_2ndANC_CY2025). The link will be sent to the registered email address ahead of the activity.
  8. For questions or clarifications, please coordinate with **Ms. Abegail S. Francisco** of Consolidated Reports and Other Concerns Section (CROCS), FS-Accounting Division via e-mail address: [fs.ad.crocs@deped.gov.ph](mailto:fs.ad.crocs@deped.gov.ph) or via landline no.: (02) 8633-7201.
  9. Wide dissemination of this memorandum is desired.