



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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2026- 200

To : All Administrative Officer II designated in the schools
All Budget and Finance Personnel
All Other Personnel Designated to Handle School Fund Liquidation

Subject : **Meeting on School Fund Liquidation Issues and Concerns**

Date : August 3, 2026

In line with the continuing effort to ensure proper compliance with financial reporting standards and to address recurring issues on school fund liquidation, all Administrative Officer II designated in the schools, all Budget and Finance personnel, and other personnel designated to handle school fund liquidation are hereby directed to attend the scheduled meeting regarding the discussion of liquidation issues and concerns.

The meeting will be held on August 7, 2026, at 8:00 A.M. in the Schools Division Office Conference Hall. Attendance is strictly required as the agenda will cover:

- Common errors and discrepancies in school fund liquidation reports
- Clarifications on documentary requirements and submission timelines
- Open forum for issues and concerns raised by school finance personnel

For strict compliance.


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

