Division Memorandum No. 472, s. 2016

TO: ALL SCHOOLS HEADS OF THE FOLLOWING SCHOOLS:

DIGOS CITY NATIONAL HIGH SCHOOL
DIGOS SDA ELEMENTARY SCHOOL
FEDERICO ALFEREZ ELEMENTARY SCHOOL
KAPATAGAN NATIONAL HIGH SCHOOL
PEDRO B. BASALAN ELEMENTARY SCHOOL
RUPARAN NATIONAL HIGH SCHOOL
RAMON MAGSAYSAY CENTRAL ELEMENTARY SCHOOL
RIZAL ELEMENTARY SCHOOL
SOONG ELEMENTARY SCHOOL

FROM: DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent

SUBJECT: Confirmation of the actual payment made during the conduct of Regional Festival of Talents (RFOT) held in Panabo Central Elementary School and Monkayo Central Elementary School last November 24-27, 2015.

DATE: November 7, 2016

To assist the Commission on Audit (COA), may we request your end for the confirmation of the actual payment made during the conduct of Regional Festival of Talents (RFOT) held in Panabo Central Elementary School and Monkayo Central Elementary School last November 24-27, 2015. Kindly send a machine copy of the Official Receipt or a letter confirming the actual payment made. Deadline of submission will be on or before November 9, 2016.

Attached is the machine copy of the letter request of COA for your ready reference.

Your usual prompt action on this matter will be highly appreciated.
Republic of the Philippines
COMMISSION ON AUDIT
Office of the Audit Team Leader – Team No. R11-17
Audit Group NGS 5-A
Cluster 5
Region XI

November 4, 2016

DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent
Division of Digos City

Attention: NORELIZA A. MISAL
Accountant III

Madam:

May we request confirmation of the actual payment made by the respective elementary schools under the jurisdiction of the Division of Digos City for the Registration Fees collected during the Regional Festival of Talents (RFOT) held in Panabo Central Elementary School and Monkayo Central Elementary School on November 24 – 27, 2015.

Kindly accomplish the columns under the Confirmation Reply portion of the matrix in the herein attach letter and send your reply to the address/telephone numbers stated, copy furnished the undersigned. The Confirmation Reply must be certified correct at your end found at the lower portion of the Confirmation Letter.

Your usual and prompt action on the matter will be highly appreciated.

Very truly yours,

ESPERIDIONA V. PEÑAS
State Auditor III
OIC – Audit Team Leader
Ms. ESPERIDIONA PEÑAS  
Audit Team Leader  
Division of Digos City

Madam:

We are currently conducting audit of the Registration Fees collected during the Regional Festival of Talents (RFOT) held in Panabo Central Elementary School and Monkayo Central Elementary School on November 24 to 27, 2015. Our records show that the following schools have paid the registration fee.

May we request your assistance to confirm actual payment made by the respective divisions/implementing units/schools by accomplishing the columns under the Confirmation Reply portion of the matrix, viz:

<table>
<thead>
<tr>
<th>Official Receipt No.</th>
<th>Date</th>
<th>Name of Payor</th>
<th>Amount</th>
<th>CONFRMAITION REPLY</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Yes/No</td>
</tr>
<tr>
<td>329942</td>
<td>November 24, 2015</td>
<td>DIGOS CITY NATIONAL HIGH SCHOOL</td>
<td>17,000.00</td>
<td></td>
</tr>
<tr>
<td>3297132</td>
<td>November 25, 2015</td>
<td>DIGOS CITY NATIONAL HIGH SCHOOL</td>
<td>5,000.00</td>
<td></td>
</tr>
<tr>
<td>3297133</td>
<td>November 25, 2015</td>
<td>DIGOS CITY NATIONAL HIGH SCHOOL</td>
<td>5,000.00</td>
<td></td>
</tr>
<tr>
<td>3297134</td>
<td>November 25, 2015</td>
<td>DIGOS CITY NATIONAL HIGH SCHOOL</td>
<td>17,500.00</td>
<td></td>
</tr>
<tr>
<td>3297209</td>
<td>November 25, 2015</td>
<td>DIGOS CITY NATIONAL HIGH SCHOOL</td>
<td>28,000.00</td>
<td></td>
</tr>
<tr>
<td>3297218</td>
<td>November 25, 2015</td>
<td>DIGOS CITY NATIONAL HIGH SCHOOL</td>
<td>18,500.00</td>
<td></td>
</tr>
<tr>
<td>3297131</td>
<td>November 25, 2015</td>
<td>DIGOS NATL HIGH SCHOOL</td>
<td>2,000.00</td>
<td></td>
</tr>
<tr>
<td>3296669</td>
<td>November 24, 2015</td>
<td>DIGOS SDA ELEM. SCHOOL</td>
<td>3,000.00</td>
<td></td>
</tr>
<tr>
<td>3296759</td>
<td>November 24, 2015</td>
<td>FEDERICO ALFREZ ELEM. SCHOOL</td>
<td>1,500.00</td>
<td></td>
</tr>
<tr>
<td>3297210</td>
<td>November 25, 2015</td>
<td>KAPATAGAN NATL HIGH SCHOOL</td>
<td>2,000.00</td>
<td></td>
</tr>
<tr>
<td>3296710</td>
<td>November 24, 2015</td>
<td>PEDRO B. BANSALAN ELEM. SCHOOL</td>
<td>3,500.00</td>
<td></td>
</tr>
<tr>
<td>3296954</td>
<td>November 25, 2015</td>
<td>PUPARAN NATL HIGH SCHOOL</td>
<td>1,000.00</td>
<td></td>
</tr>
<tr>
<td>3296764</td>
<td>November 24, 2015</td>
<td>RAMON MAGNAYASAY CENTRAL</td>
<td>2,500.00</td>
<td></td>
</tr>
<tr>
<td>3296625</td>
<td>November 24, 2015</td>
<td>RIZAL ELEM. SCHOOL</td>
<td>1,000.00</td>
<td></td>
</tr>
<tr>
<td>3296684</td>
<td>November 24, 2015</td>
<td>SOONG ELEM. SCHOOL</td>
<td>2,000.00</td>
<td></td>
</tr>
</tbody>
</table>

Please send reply the soonest possible time through any of the following:

A. e-mail at helena_valdez@yahoo.com
B. Fax to (082) 227-9453
C. Mail directly to the Audit Team Leader, Commission on Audit, Department of Education, Regional Office XI, F. Torres St., Davao City.

Thank You.

Very truly yours,  

HELENA L. VALDEZ  
State Auditor IV  
Audit Team Leader

CONFIRMATION REPLY Certified Correct by:

______________________________
Signature Over Printed Name and Designation  

Date: ______________________