



REPUBLIC OF THE PHILIPPINES

# Department of Education



REGION XI

DIVISION OF DIGOS CITY

Office of the Schools Division  
Superintendent


Telefax:(082) 553-8396; 553-8376

Division Memorandum No. 670, s. 2017

TO: NORELIZA A. MISAL, CPA  
Accountant III

NEPTUNE L. TAMBILAWAN  
Administrative Officer V/Budget Officer

FROM:

  
WINNIE E. BATOON, Ed.D.  
Officer-In-Charge  
Office of the Schools Division Superintendent

SUBJECT: Attendance to the CONDUCT OF SEMINAR ON UPDATES ON  
FINANCIAL MATTERS

DATE: September 15, 2017

1. You are hereby directed to attend the Seminar on Updates on Financial Matters on September 21-22, 2017 at NEAP/RELC Region XI, Davao City.
2. Attached is the unnumbered memorandum from the DepEd Regional Director, Region XI, dated September 13, 2017.
3. There will no registration fee. Expenses for the activity such as meals, rental of function halls are chargeable against Regional Office funds while travelling expenses of participants are chargeable against local funds subject to the usual accounting and auditing rules and regulations.
4. For your information, guidance and compliance.

DEPED SCHOOLS DIVISION OF DIGOS

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Republika ng Pilipinas  
KAGAWARAN NG EDUKASYON  
REHIYON XI  
Lungsod ng Dabaw  
Tanggapang Panrehiyon

**DepED**  
DEPARTMENT OF EDUCATION

Address: F. Torres Street, Davao City (8000)

Internet Address (URL): [www.depedxi.com.ph](http://www.depedxi.com.ph)

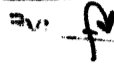
Telefax Nos. (082) 227-1102, 221-8459, 221-9428, 227-0943, 227-8025, 222-2617, 227-0941, 221-1210, 221-8435, 227-9342, 221-6147, 225-0816

MEMORANDUM

DepEd Schools Division Office

 **RECEIVED** 9492

Date: 15 SEP 2017 Time: 3:08

By: 

TO : All Schools Division Superintendents  
This Region

FROM :   
ATTY. ALBERTO T. ESCOBARTE, CESO III  
Director IV

SUBJECT : CONDUCT OF SEMINAR ON UPDATES ON FINANCIAL MATTERS

DATE : SEPTEMBER 13, 2017

Please be informed that there will be a Seminar on Updates on Financial Matters to be conducted by the Finance Division, DepED Regional Office XI on September 21-22, 2017 at NEAP/RELC Region XI, Davao City. Participants are the Accountants and Budget Officers of the ten (10) Schools Division Offices and one (1) Bookkeeper from a Secondary School Implementing Unit in every Division.

There will be no registration fee. Expenses for the activity such as meal expenses, rental of function halls are chargeable against Regional Office funds while traveling expenses of participants are chargeable against local funds subject to the usual accounting and auditing rules and regulations.

For information, guidance and compliance.

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Fr: seminarFD