March 7, 2018

DIVISION MEMORANDUM
No. 020, s. 2018

CONFERENCE OF DEPED REGION XI AND DEPARTMENT OF BUDGET AND MANAGEMENT REGION XI FULL-TIME DELIVERY UNIT (FDU)

To:
NORELIZA A. MISAL – Accountant III
NEPTUNE L. TAMBILAWAN – Administrative Officer V (BUDGET)
AIRON M. ALEJANDRO – Planning Officer III
FRANCIS JUDE D. ALCOMENDRAS – Administrative Officer V
JOEL M. DEGUILMO, CPA – Accountant I

1. Pursuant to the Memorandum issued on March 5, 2018 by Atty. Alberto T. Escobarte, CESO III, Regional Director, DepEd Region XI Office, Davao City, you are hereby directed to attend the “CONFERENCE OF DEPED REGION XI AND DEPARTMENT OF BUDGET AND MANAGEMENT REGION XI FULL-TIME DELIVERY UNIT (FDU),” scheduled on March 9, 2018 at Emerald Hall, RELC/NEAP ROXI, Quirino Avenue, Davao City.

2. Payments for meals and function hall 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.

3. For strict compliance.

Winnie E. Batoon, Ed. D., CES
Office in Charge

Office of the Schools Division Superintendent
MEMORANDUM

TO: All Schools Division Superintendents
All Heads of Secondary Schools Implementing Units
This Region

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

SUBJECT: Conference of DepED Region XI and Department of Budget and Management Region XI Full-Time Delivery Unit (FDU)

DATE: March 5, 2018

Please be informed that there will be a Conference of DepED Region XI and Department of Budget and Management Region XI Full-Time Delivery Unit on March 9, 2018 at Emerald Hall, RELC/NEAP RO XI. Participants for the activity are the following:

Regional Office
- OIC-Chief of Finance Division and Staff
- Chief, PPRD and Staff,
- OIC-Chief of Administrative Division and Staff

Division Offices
- Schools Division Superintendent
- Division Accountant
- Division Budget Officer
- Division Planning Officer
- Administrative Officer

Secondary Schools IUs
- Bookkeepers

The conference proper shall start at 8:30 a.m. Payment for meals and function hall 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.