

Republic of the Philippines  
Department of Education  
Region VII, Central Visayas

## **DIVISION OF CEBU PROVINCE**

Sudlon, Lahug, Cebu City



OCT 14 2015

### **DIVISION MEMORANDUM**

No. 702, s. 2015

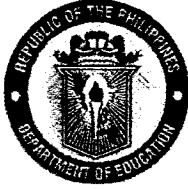
#### **COORDINATION MEETING OF ALL BOOKKEEPERS OF DIVISION OFFICES, SCHOOLS AND CLUSTER BOOKKEEPERS**

To: Assistant Superintendent  
Education Supervisors/Coordinators  
District Supervisors/OICs/Caretakers  
Elementary and Secondary School Heads

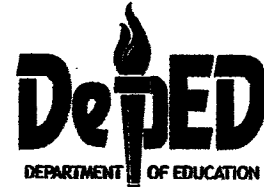
1. For the information of all concerned, attached is Regional Memorandum No. 622, s. 2015, entitled, "Coordination Meeting of All Bookkeepers of Division Offices, Schools and Cluster Bookkeepers".
2. Special attention is directed to paragraph 1 and 2 of the said Memorandum.
3. This Memorandum serves as "Authority to Travel" of the participants.
4. Immediate and wide dissemination of this Memorandum is desired.

  
**RHEA MAR A. ANGTUD, ED.D., CESO VI**  
Schools Division Superintendent

RMAA/rng15



REPUBLIKA NG PILIPINAS  
REPUBLIC OF THE PHILIPPINES  
**KAGAWARAN NG EDUKASYON**  
DEPARTMENT OF EDUCATION  
**REHIYON VII, GITNANG VISAYAS**  
Region VII, Central Visayas  
Sudlon, Lahug, Cebu City



October 7, 2015

**REGIONAL MEMORANDUM**

No. 622, s. 2015

To: Schools Division Superintendents  
Principals- Implementing and Operating Units  
Heads, Public Elementary and Secondary Schools  
Budget and Finance Division personnel- Regional Office

**COORDINATION MEETING OF ALL BOOKKEEPERS OF DIVISION OFFICES, SCHOOLS  
AND CLUSTER BOOKKEEPERS**

1. In order to assist the bookkeepers on the issues and concerns for Budgetary and Financial Matters, a Regionwide Coordination meeting will be held. To establish a manageable number of participants, the meeting will be held in 3 batches to wit:

BATCH	PARTICIPANTS	DATE	VENUE
1	CEBU PROVINCE, DANAOG, BOGO, CARCAR, TALISAY, NAGA, TOLEDO, LAPU LAPU, MANDAUE and CEBU CITY	October 19, 2015	Applied Nutrition Center
2	NEGROS ORIENTAL, TANJAY, BAYAWAN, GUIHULNGAN, BAIS, DUMAGUETE and SIQUIJOR	October 23, 2015	Bethel Guesthouse, Rizal Blvd. Dumaguete City
3	BOHOL and TAGBILARAN	November 6, 2015	Reyna's Haven Calcita St. Tagbilaran Bohol

2. Participants for the said conference will be the Division Accountants and bookkeepers of all Division Offices, as well as cluster bookkeepers for elementary schools.
3. A registration fee of ONE THOUSAND PESOS (P 1,000.00) will be collected to defray expenses for the use of the venue and meals. Necessary expenses in relation to the said meeting shall be charged to local funds for Division participants and Regional funds for Regional Office personnel.
4. For immediate dissemination and strict compliance.

*Dr. Gebay*  
*See T.O. PB*  
*Thanks*  
*[Signature]*

*Juliet A. Jeruta*  
**JULIET A. JERUTA**  
Director III  
Officer-in-Charge  
*[Signature]*