



Republic of the Philippines

Department of Education

Region VII, Central Visayas

**DIVISION OF CEBU PROVINCE**

Sudlon, Lahug, Cebu City



January 4, 2018

**DIVISION MEMORANDUM**

No. 008 s. 2018

**CONFERENCE FOR DISTRICT BOOKKEEPERS**

To : Division Accountant  
District Bookkeepers  
Division Finance Personnel  
Others Concerned

1. This office announces the conduct of One-day Conference of District Bookkeepers at DepEd Ecotech Center on Tuesday, January 9, 2018 from 8:00 a.m. to 5:00 p.m.
2. This activity aims to;
  - 2.1. facilitate the preparation of year-end reports;
  - 2.2. printing of BIR Alphabetical List;
  - 2.3. issues and concerns on Division Memo No. 798 s.2017; and
  - 2.4. MOOE liquidation issues.
3. All expenses relative to the conduct of the activity shall be chargeable against Division MOOE Funds subject to the usual accounting and auditing rules and regulations.
4. This Memorandum serves as travel order.
5. Immediate dissemination and strict compliance of this Memorandum is hereby directed.

  
RHEA MARIA A. ANGTUD, Ed.D., CESO VI  
Schools Division Superintendent