

T.O.# 48



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region VII, Central Visayas

**SCHOOLS DIVISION OF NEGROS ORIENTAL**

www.depednegor.net

January 14, 2019

019-0087  
14 JAN 2019  
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MEMORANDUM TO :

MA. JENNIFER P. PIODOS  
LYDIA D. CACAS  
RUSSEL V. KHO  
LIZBETH R. VALENCIA  
LOREFE S. VENTURA  
ROSEMARIE E. CIMA FRANCA  
ERIC J. RETES  
MELANIE R ALAM  
HONEYLYN D. FABURADA  
LILIA A. BANTOTO

Accountant III, Division Office  
Budget Officer III, Division Office  
ADAS III, Division Office  
ADAS III, Division Office  
ADAS III, Division Office  
ADAS II  
AO II, DLANHS  
ADAS III, Dauin NHS  
ADAS III, Tambo NHS  
ADAS III, Santiago Delmo NHS

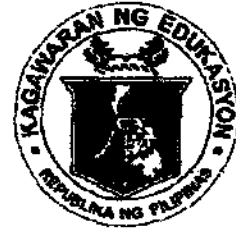
1. You are hereby advised to attend the Regional Seminar / Workshop on the Preparation of CY 2018 Year-end Financial Reports on January 14-18, 2019 at the DepEd Ecotech Center.
2. Activities will begin immediately on January 14 at 9:00a.m. and the first meal to be served will be morning snacks of the same day. The last meal to be served will be afternoon snacks of January 18, 2019.
3. Travelling and incidental expenses relative to the said activity shall be charged to Division MOOE subject to the usual accounting and auditing rules and regulations.
4. For your information and guidance.

In: **WILFREDA E. BONGALOS, Ph.D., CESO V**  
Schools Division Superintendent  
1/14/19

14 JAN 2019



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



JAN 0 7 2019

REGIONAL MEMORANDUM  
No. 0008, s. 2019

**REGIONAL SEMINAR/WORKSHOP ON THE PREPARATION OF  
CY 2018 YEAR-END FINANCIAL REPORTS**

To: Schools Division Superintendents  
Regional Office Finance Division personnel  
Division Office Budget Officers  
Division Office Finance Personnel  
All Others Concerned

1. The DepEd Central Office will be conducting its annual National Seminar/Workshop on the Preparation of CY 2018 Year-End Financial Reports by the end of January, 2019.
2. In line with this, the DepEd RO VII Finance Division will conduct a Regional Seminar/Workshop on the Preparation of CY 2018 Year-End Financial Reports on January 14-18, 2019 at DepEd Ecotech Center Pavillion.
3. Activities will begin immediately on January 14 at 9:00 a.m. and the first meal to be served will be morning snacks of the same day. The last meal to be served for the said seminar will be afternoon snacks of January 18, 2019.

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4542  
Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323  
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239  
Education Support Services Division (ESSD), Tel. No.: (032) 254-7052 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;  
414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4367  
Finance Division, Tel. Nos.: (032) 256-2373; 253-8061; 414-7321

*"ESD 2015: Kanapatan ng Lahat, Panunagutan ng Lahat"*



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4. To ensure that the Regional Office VII will be able to comply with this mandate, this Office hereby reiterates that all Division participants are expected to produce and submit all necessary reports by January 18, 2019, Friday. The **NO REPORT NO APPERANCE** rule shall apply.
5. All reports submitted are expected to be system generated. Financial reports must be **eFRS generated** and all budgetary reports must be **BMS generated**. Divisions failing to comply with the requirement are to submit a written explanation for the delayed or non submission of the required report to be signed by the Schools Division Superintendent.
6. Each Division Office is expected to have a maximum of 10 participants to assist in report generation and consolidation.
7. Please confirm list of participants by sending a listing via e-mail to [deped7budget@yahoo.com](mailto:deped7budget@yahoo.com) on or before January 7, 2019. Please indicate gender of participants in the said listing to facilitate rooming.
8. For further concerns or queries, please coordinate with Ms. Maria Loreen Ayuda thru contact no. 256-2375.
9. Strict compliance to this memorandum is expected.

*Juliet A. Jeruta*  
JULIET A. JERUTA PhD, CESO IV  
Director IV

JAJ/ATB/mla

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