



Republic of the Philippines
Department of Education
REGION VI - WESTERN VISAYAS
SCHOOLS DIVISION OF ESCALANTE CITY

DEPED
100 ESCALANTE
08 JUL 2025
RELEASED

July 8, 2025

DIVISION MEMORANDUM
No. 350, s. 2025

**ADDENDUM TO DIVISION MEMORANDUM No. 348, s. 2025 ENTITLED,
"TRAINING-WORKSHOP ON THE PREPARATION OF THE CY 2025
CONSOLIDATED MIDYEAR FINANCIAL REPORTS"**

TO: Assistant Schools Division Superintendent
Secondary IU School Principals
Secondary IU School Senior Bookkeepers
Division Accounting Personnel
All Other Concerned

1. Relative to Division Memorandum No. 348, s. 2025 titled Training-Workshop on the Preparation of the CY 2025 Consolidated Midyear Financial Reports, this Office, through the Accounting Division, **shall collect Registration Fee to defray meals expenses** in the conduct of this activity. The amount of **Five Hundred Pesos Only (P500.00)** shall be collected from each Secondary Implementing Unit.
2. The said activity originally scheduled on July 9, 2025 **will be rescheduled on July 18, 2025** at the same time and venue due to the strict adherence of the procurement process.
3. Travel and other incidental expenses shall be charged against the Division and School MOOE subject to the availability and the usual accounting and auditing rules and regulations.
4. All other provisions in the said Memorandum still remain in effect.
5. For immediate dissemination.


PETER J. GALIMBA

OIC, Schools Division Superintendent



Reference: As Stated

Enclosure: None

Allotment: Division Order No. 1, s. 2019

To be indicated in the Perpetual Index under the following subjects:

ACCOUNTING

FINANCIAL

REPORTS

DEADLINES

OSDS/RVP



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