



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

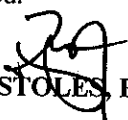
November 9, 2021

DIVISION MEMORANDUM
No. 253, s. 2021

**VIRTUAL CAPACITY BUILDING ON FINANCIAL MANAGEMENT AND SUPERVISION
OF SCHOOL HEADS AND PUBLIC SCHOOLS DISTRICT SUPERVISORS**

To: Public Schools District Supervisors
School Heads / Principals

1. In line with DepEd 60, s. 2016 also known as Implementation of the Financial Management Operations Manual and Orientation of DepEd Financial Management Staff, the Schools Division of Bulacan, Accounting Unit shall conduct an online **orientation** via MS Teams on December 9, 2021 at 8:00am – 5:00pm.
2. The activity aims to discuss actual cases and resolve issues related to the Audit Observation Memoranda issued by COA comprising the following topics:
 - a. Payroll Process
 - b. Procurement Process
 - c. Check and Balance of Cash Disbursements
 - d. Other related issues and concerns
3. The orientation is to be facilitated by the Division Accountant, Ms. Agnes M. Seifnezhad, CPA, MBA, CB
4. Enclosure No.1 contains the Training Matrix.
 - a. Participants to this on-line orientation are all Public Schools District Supervisors and School Heads/ Principals. (note: All BAC members of the school are requested to participate in the discussion about the Procurement Process)
5. Immediate and wide dissemination of this Memorandum is desired.


ZENIA G. MOSTOLES, EDD, CESO V
Schools Division Superintendent

