



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

January 4, 2023

**DIVISION MEMORANDUM**

No. 006, s. 2023

**DIVISION-WIDE CONSOLIDATION AND RECONCILIATION OF ACCOUNTS IN  
PREPARATION FOR THE 2022 COA YEAR-END AUDIT**

To: Assistant Schools Division Superintendents  
Division Chiefs  
Head of SDO Accounting Unit  
Secondary School Heads of Implementing Units  
All Others Concerned

1. In connection with Regional Memorandum No. 0005, s. 2022, all concerned are informed of the Division-wide Consolidation and Reconciliation of Accounts in Preparation for the 2022 COA Year-end Audit on January 9 – 10, 2023 at 8:30 a.m. onwards at the computer laboratory of San Roque National High School, Paombong Bulacan.
2. The objectives of the activity are:
  - 2.1 To highlight the actions/interventions undertaken in response to the COA findings for the previous year 2021.
  - 2.2 With regards to the year-end audit of 2022 Financial Statements, to be able to comply with the accounting standards set by the Commission on Audit
3. The attached enclosures contain the following:
  - 3.1. List of participants in the Division-wide Consolidation and Reconciliation of Accounts in Preparation for the 2022 COA Year-end Audit
  - 3.2. Regional Memorandum No. 0005, s. 2022 titled Regional Seminar-Workshop on the Reconciliation and Consolidation of CY 2022 Year-end Financial Reports
4. The participants are required to bring their own food charged to school MOOE Funds. Likewise, the transportation and other incidental expenses in connection with participation in the activity are to be charged to the school MOOE Funds.
5. The participants are requested to bring their own laptops, extension cords and soft copies of all the financial reports needed in the consolidation and reconciliation of accounts.
6. Immediate and wide dissemination of this Memorandum is desired.

  
**ROWENA T. QUIAMBAO, CESE**  
Assistant Schools Division Superintendent/  
OIC – Office of the Schools Division Superintendent





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Enclosure No.1 Division Memorandum No. 009 s.2022

List of Participants in the Division-wide Consolidation and Reconciliation of Accounts in  
Preparation for the 2022 COA Year-end Audit

| Station                      | Position            | Name of Participant       |
|------------------------------|---------------------|---------------------------|
| SDO Accounting Unit          | Division Accountant | Agnes M. Seifnezhad       |
| SDO Budget Unit              | Budget Officer      | Alice A. Almazar          |
| SDO Accounting Unit          | ADAS III            | Claire de Jesus           |
| SDO Accounting Unit          | ADAS III            | Dan Harvey Castro         |
| SDO Accounting Unit          | ADAS III            | John Richard Tiongson     |
| SDO Accounting Unit          | ADAS III            | Sheryl dela Peña          |
| SDO Accounting Unit          | Admin Staff         | Rowel Reyes               |
| SDO Accounting Unit          | Admin Staff         | Maricris Isip             |
| SDO Budget Unit              | ADAS III            | Bianca Borlongan          |
| SDO Budget Unit              | Admin Staff         | Yaneleen Cruz             |
| Calumpit North District      | AO II               | Angel del Moro            |
| Alexis Santos HS             | Bookkeeper          | Wilson Quizon             |
| Angat NHS                    | Bookkeeper          | Mary Cris Cruz            |
| Bajet-Castillo HS            | Bookkeeper          | Ana Liza Yabut            |
| Balagtas Agricultural HS     | Bookkeeper          | Rainiell Zialcita         |
| Bambang NHS                  | Bookkeeper          | Noemi Chua                |
| Binagbag HS                  | Bookkeeper          | Iileen Marquez            |
| Bunsuran HS                  | Bookkeeper          | Maria Teresa Dela Cruz    |
| Bunsuran NHS-Annex           | Bookkeeper          | Sahra Caparal             |
| Calawitan NHS                | Bookkeeper          | Ester Grace Joson         |
| Calawitan NHS - Annex        | Bookkeeper          | Jamaica Pascual           |
| Calumpit HS                  | Bookkeeper          | Digna Curigal             |
| Cambaog HS                   | Bookkeeper          | Karl Brian Bernardo       |
| Caniogan HS                  | Bookkeeper          | Ray Angelo Zialcita       |
| Carlos Gonzales HS           | Bookkeeper          | Karen Joy Cruz            |
| Catmon NHS                   | Bookkeeper          | Mary Grace Solano         |
| Dampol 2 <sup>nd</sup> NHS   | Bookkeeper          | Kristine Domineque Galvez |
| Dampol 1 <sup>st</sup> NHS   | Bookkeeper          | Lailani Pinote            |
| Diosdado Macapagal HS        | Bookkeeper          | Karen Sarmiento           |
| Doña Candelaria HS           | Bookkeeper          | Alexandra M. Bonus        |
| Doña Remedios Trinidad HS    | Bookkeeper          | Myrna Perez               |
| Dr. Felipe de Jesus HS       | Bookkeeper          | Emelita M. Gutierrez      |
| F.C. Lipana HS               | Bookkeeper          | Melody Morante            |
| F.F. Halili Agri. HS         | Bookkeeper          | Euphemiajoy de Belen      |
| F.G. Bernardino Trade School | Bookkeeper          | Evelyn Banguis            |
| Frances HS                   | Bookkeeper          | Charito Cabiling          |
| Guiguinto National Voc HS    | Bookkeeper          | Marilyn Jose              |
| FVR National HS              | Bookkeeper          | Phia Ann Agustin          |
| Iba NHS                      | Bookkeeper          | Karmina Rizza Manalo      |
| J.J. Mariano MHS             | Bookkeeper          | Vangie Gatdula            |
| J.J. Russell HS              | Bookkeeper          | Loriann Parulan           |



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|                            |            |                            |
|----------------------------|------------|----------------------------|
| J.J. Vistan HS             | Bookkeeper | Regielyn Nava              |
| Lolomboy NHS               | Bookkeeper | Carmelita Santos           |
| M R Trillana HS            | Bookkeeper | Jinnella Cruz              |
| Mariano Ponce HS           | Bookkeeper | Ma. Lizette Mariano        |
| Maronquillo NHS            | Bookkeeper | Nerissa Calubayan          |
| Minuyan HS                 | Bookkeeper | Aren Astoveza              |
| NHV HS                     | Bookkeeper | Maria Theresa Funtila      |
| Norzagaray HS              | Bookkeeper | Sharon Sta. Maria          |
| Obando NHS                 | Bookkeeper | Alvin Suriben              |
| Obando School of Fisheries | Bookkeeper | Remedios Hababag           |
| Parada HS                  | Bookkeeper | Regina Guilalas            |
| Partida HS                 | Bookkeeper | Analyn Masil               |
| Prenza NHS                 | Bookkeeper | Ellen Marcelo              |
| Pulong Buhangin HS         | Bookkeeper | Lorie Michelle Austria     |
| Salapungan NHS             | Bookkeeper | Mayreen Buenaventura       |
| San Francisco Xavier HS    | Bookkeeper | Eulalia Santos             |
| San Ildefonso NHS          | Bookkeeper | Ma. Alvira Alexa Nica Manu |
| San Miguel HS              | Bookkeeper | Sheryl Diaz                |
| San Pedro HS               | Bookkeeper | Florentina Pagdanganan     |
| San Rafael NTS             | Bookkeeper | Dolores Santos             |
| San Roque HS               | Bookkeeper | Daniño Panganiban Jr.      |
| Sta. Lucia HS              | Bookkeeper | Maria Xenia Garcia         |
| Sta. Maria Agro HS         | Bookkeeper | Cassie Deneise Ocampo      |
| Sta. Peregrina HS          | Bookkeeper | Janice Casabuena           |
| Sta. Monica HS             | Bookkeeper | Carry Pangan               |
| Sto. Niño HS               | Bookkeeper | Dan Louis Ignacio          |
| Sullivan HS                | Bookkeeper | Nestor del Carmen          |
| Taal HS                    | Bookkeeper | Jenette Andres             |
| Talipit NHS                | Bookkeeper | Susana Morelos             |
| Tiaong NHS                 | Bookkeeper |                            |
| Tibagan NHS                | Bookkeeper | Cecilia Sangalang          |
| Vedasto Santiago HS        | Bookkeeper | Merly Miranda              |
| Virgen delas Flores HS     | Bookkeeper | Virginia Bernardo          |
| Virginia Ramirez Cruz HS   | Bookkeeper | Miriam Therese Competente  |



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