



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

May 4, 2023

DIVISION MEMORANDUM

No. 190, s. 2023

**DIVISION-WIDE CONSOLIDATION AND RECONCILIATION OF ACCOUNTS FOR THE  
MONTH OF APRIL, MAY AND JUNE 2023**


To: Assistant Schools Division Superintendents  
SGOD and CID Chiefs  
Education Program Supervisors  
Public Schools District Supervisors  
Unit Heads  
Elementary, JHS and SHS Principals/OICs  
All Others Concerned

1. This Office informs all Senior Bookkeepers of Implementing Units of the Division-wide Consolidation and Reconciliation on the following at 8:30 a.m. onwards at the SDO Conference Hall:

Applicable Month	Date
April 2023	Friday, May 19, 2023
May 2023	Tuesday, June 6, 2023
June 2023	Friday, July 7, 2023

2. The objectives of the activity are:
  - a. To come up with a reliable and accurate Financial Statements as of April 30, May 31, and June 30, 2023.
  - b. To comply with the requirements of the Regional Office and the Commission on Audit ahead of time.
3. Participants to this activity are required to bring all the necessary files saved in their own laptops and extension cables.
4. The School Head/Principal should have checked the veracity of the submitted Financial Statements before consolidation.
5. Expenses to be incurred in this activity are to be charged against the Division MOOE Funds.
6. For information and wide dissemination.

Accounting Unit  
May 4, 2023

  
**NORMA P. ESTEBAN, EdD., CESO V<sub>4</sub>**  
Schools Division Superintendent

