



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

March 21, 2024

DIVISION MEMORANDUM

No. 140, s. 2024

To: Assistant Schools Division Superintendents
Division Chiefs (SGOD and CID)
Unit Heads
Secondary IUs School Heads/Principals
All Others Concerned

PLANNING FOR THE 1ST QUARTER FY 2024 RECONCILIATION AND CONSOLIDATION OF FINANCIAL STATEMENTS IN CONNECTION WITH PROJECT MACE (M-entoring, A-dothing, C-apacity Building, E-mpowering)

1. This Office informs all concerned of the meeting regarding the planning for the 1st Quarter F.Y. 2024 Division-wide Consolidation and Reconciliation on Monday, March 25, 2024 at 2:00pm onwards at the SDO Conference Hall.
2. Attached herewith is Enclosure no. 1 - List of Participants to the said activity
3. All Senior Bookkeepers are required to bring hardcopies of the complete set of Financial Statements with attachments for the first quarter of F.Y. 2024 in the reconciliation and consolidation.
4. 100% attendance of all concerned in required.
5. Immediate and wide dissemination of this Memorandum is desired.

Accounting Unit
March 21, 2024


NORMA P. ESTEBAN, EdD., CESO V
Schools Division Superintendent



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Enclosure No. 1 to Office Memorandum no. ____ s. 2024

1	Division Accountant	Agnes M. Seifnezhad, CPA
2	Administrative Officer V - Budget Officer	Aren A. Astoveza, CPA
3	EDDIS 1 Head Senior Bookkeeper from Caniogan High School	Ray Angelo G. Zialcita
4	EDDIS 2 Head Senior Bookkeeper from Tibagan NHS	Cecilia C. Sangalang
5	EDDIS 3 Head Senior Bookkeeper from Carlos F. Garcia NHS	Karen Joy V. Cruz
6	EDDIS 4 Head Senior Bookkeeper from Prenza NHS	Ellen M. Marcelo
7	EDDIS 5 Head Senior Bookkeeper from F.C. Lipana HS	Melody C. Morante
8	EDDIS 6 Head Senior Bookkeeper from FVR NHS	Phia Ann H. Agustin