



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

September 15, 2026

DIVISION MEMORANDUM

No. 433, series 2026

**PREPARATION AND CONSOLIDATION OF THE 3rd QUARTER FY 2026
FINANCIAL REPORTS IN RELATION TO THE IMPLEMENTATION OF PROJECT
FORWARD
(F-INANCIAL, O-PERATIONS, R-REPORTING W-ITH A-NALYSIS, R-ECONCILIATION,
D-OCUMENTATION)**

To: Assistant Schools Division Superintendents
Division Chiefs (SGOD and CID)
Unit Heads
School Heads – Fiscal Autonomous Secondary Schools
Finance Personnel – Implementing Units
SDO Personnel
All Others Concerned

1. This Office announces the conduct of the Preparation and Consolidation of the 3rd Quarter FY 2026 Financial Reports in relation to the Implementation of **Project FORWARD** (**F**-inancial, **O**-perations, **R**-eporting **W**-ith **A**-naysis, **R**-econciliation, **D**ocumentation) on October 5-7, 2026, starting at 8:30 AM. On a venue to be announced.
2. The objectives of this activity are:
 - a. To scrutinize and review any unusual accounts in the Financial Statements, particularly in the recent audit findings from COA.
 - b. To make the necessary adjusting journal entries, supported by appropriate documentation, to correct errors in the books; and
 - c. To prepare and submit the accurate FY 2026 3rd Quarter Consolidated Financial Reports and Budget Monitoring System for the Division of Bulacan.
3. All Senior Bookkeepers are required to bring the complete set of Financial Reports for the 3rd Quarter of FY 2026 in the reconciliation and consolidation. Participants are also advised to bring laptops, an internet connection, and extension cables.



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4. A registration fee of Five Thousand Five Hundred Pesos (Php5,500.00) per participant shall be charged to cover the expenses for food, venue, and accommodation. This must be paid to the SDO Cashier Section on or before September 29, 2026, with the check payable to **DEPED BULACAN TRUST FUND**.
5. Registration fees and travel expenses from Fiscally Autonomous Schools shall be charged against their respective **School MOOE**, while those of SDO Personnel shall be charged against the **Division MOOE**.
6. All expenses incurred in this activity shall be subject to the usual accounting and auditing rules and regulations.
7. 100% attendance is required for all Senior Bookkeepers.
8. This Memorandum serves as the Travel Authority of the participants.
9. Immediate and wide dissemination of this Memorandum is desired.

Accounting Unit
September 14, 2026


CECILIA B. VALDERAMA, PhD, CESO VI
Schools Division Superintendent



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Enclosure No.1 of Division Memorandum No. 433, s. 2026

Table 1. List of Participants

NO	SCHOOL NAME	NAME OF PARTICIPANTS	POSITION
1	Aguinaldo J. Santos Nhs (Tibagan Nhs)	Cecilia C. Sangalang	Administrative Assistant III
2	Akle High School	Aeron Lee C. Baybay	Administrative Assistant III
3	Alexis Santos Hs	Wilson S. Quizon	Administrative Assistant III
4	Angat National High School	Jennifer E. Feliciano	Administrative Assistant III
5	Bajet-Castillo High School	Ana Liza R. Yabut	Administrative Assistant III
6	Balagtas Agr. High School	Pauline Jean D. Zialcita	Administrative Assistant III
7	Bambang National High School (Illuminada Mendoza Roxas)	Noemi P. Chua	Administrative Assistant III
8	Binagbag High School	Iileen B. Marquez	Administrative Assistant III
9	Bunsuran High School	Maria Teresa J. Dela Cruz	Administrative Assistant III
10	Calawitan National High School	Aijyne C. Mananguit	Administrative Assistant III
11	Calumpit National High School	Digna M. Curigal	Administrative Assistant III
12	Cambaog National High School	Mariel C. Iletto	Administrative Assistant III
13	Caniogan High School	Ray Angelo G. Zialcita	Administrative Officer IV
14	Carlos F. Gonzales High School	Karen Joy V. Cruz	Administrative Assistant III
15	Catmon National High School	Mary Grace B. Solano	Administrative Assistant III
16	Dampol 1st Nhs	Lailani A. Pinote	Administrative Assistant III
17	Dampol 2nd High School	Jonas Limwel T. Reyes	Administrative Assistant III
18	Diosdado Macapagal Hs	Karen P. Sarmiento	Administrative Assistant III
19	Doña Candelaria Hs (Bambang Nhs)	Marineth S. Salapong	Administrative Assistant III
20	Doña Remedios Trinidad (Drt) Hs	Myrna C. Perez	Administrative Assistant III
21	Dr. Felipe De Jesus High School	Emelita M. Gutierrez	Administrative Assistant III
22	Engr. Virgilio V. Dionisio Memorial High School	Maria Shiela R. Angeles	Administrative Assistant III
23	F.C. Lipana High School	Melody C. Morante	Administrative Assistant III
24	F.F. Halili National Agricultural High School	Anna Ysabelle G. Perez	Accountant I
25	F.G. Bernardino Memorial Trade School	Evelyn L. Banguis	Administrative Assistant III
26	Frances Hs	Vincent Altemerano	Administrative Assistant III
27	Fvr Hs - Julian Sumbilio Hs	Jennylyn L. Pinero	Administrative Assistant III
28	Fvr National High School	Phia Ann H. Agustin	Administrative Assistant III
29	Guiguinto National Vocational High School	Marilyn B. Jose	Administrative Assistant III



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30	Iba National High School	Karmina Rizza G. Manalo	Administrative Assistant III
31	J.J. Mariano High School	Lovely Kate A. Espiritu	Administrative Assistant III
32	Jaime J. Vistan High School	Regielyn B. Nava	Administrative Assistant III
33	Jj Russell Hs	Loriann C. Parulan	Administrative Assistant III
34	Lolomboy National High School	Carmelita B. Santos	Administrative Assistant III
35	M.R. Trillana High School	Jinnella S. Cruz	Administrative Assistant III
36	Maronquillo National High School	Nerissa Sg. Calubayan	Administrative Assistant III
37	Masagana High School	Mary Grace S. Delos Reyes	Administrative Assistant III
38	Minuyan High School	Mardy S. Ignacio	Administrative Assistant III
39	North Hills Village High School	Maria Theresa I. Funtilla	Administrative Assistant III
40	Norzagaray High School	Christine Lynnore M. Democrito	Administrative Officer II
41	Obando High School	Jessika N. Pulumbarit	Administrative Assistant III
42	Obando School Of Fisheries	Remedios B. Hababag	Administrative Assistant III
43	Parada High School	Regina N. Guilalas	Administrative Assistant III
44	Partida High School	Analyn R. Masil	Administrative Assistant III
45	Prenza National High School	Kathrina Jane L. Escala	Administrative Assistant III
46	Pulong Buhangin High School	Rafael Iii T. Balagtas	Administrative Assistant III
47	Salapungan National High School	Janine Lyka B. San Juan	Administrative Assistant III
48	San Francisco Xavier High School	Eulalia D. Santos	Administrative Assistant III
49	San Ildefonso High School	Elizabeth C. Climaco	Administrative Assistant III
50	San Miguel High School	Sheryl Dc. Diaz	Administrative Assistant III
51	San Pedro Hs (Mrsths)	Alexandra M. Bonus	Administrative Assistant III
52	San Rafael National Trade School	Nerissa Sg. Calubayan (Oic)	Administrative Assistant III
53	San Roque High School	Danilo D. Panganiban Jr.	Administrative Assistant III
54	Sta. Lucia High School	Maria Xenia A. Garcia	Administrative Assistant III
55	Sta. Maria Agro Ind Hs	Eloisa Joy S. Malaque	Administrative Assistant III
56	Sta. Monica National High School	Carry C. Pangan	Administrative Assistant III
57	Sta. Peregrina Hs (Dampol 2nd)	Janice Dj. Casabuena	Administrative Assistant III
58	Taal High School	Jenette E. Andres	Administrative Assistant III
59	Taliptip High School	Mark B. Olleras	Administrative Assistant III
60	Tiaong National High School	Joe Marie R. Lorenzo	Administrative Assistant III
61	Vedasto Santiago Hs	Merly C. Miranda	Administrative Assistant III
62	Virginia Ramirez Cruz Hs	Angelo Carlo S. Antonio	Administrative Assistant III
63	Division Proper	Jonnalyn D. Gonzales	Accountant III
64	Division Proper	Alvin V. Suriben	Budget Officer
65	Division Proper	Arlene Caparas	Administrative Assistant III
66	Division Proper	Sheryl Dela Pena	Administrative Assistant III



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67	Division Proper	Richard Tiongson	Administrative Assistant III
68	Division Proper	Hazel Theri Caisip	Administrative Staff
69	Division Proper	Rosell Santos	Administrative Staff
70	Division Proper	Melissa Rodriguez	Administrative Assistant III
71	Division Proper	Yaneleen Grace Nicolas	Administrative Assistant III
72	Division Proper	Adrian Doroja	Administrative Assistant I
73	Division Proper	Nurse	Nurse
74	Division Proper	Nurse	Nurse