



MEMORANDUM



To: **SCHOOLS DIVISION SUPERINTENDENTS
SDO ACCOUNTANTS AND BUDGET OFFICERS**

From: **ESTELA L. CARINO, Ed.D, CESO IV**
Director IV/Regional Director

Date: March 4, 2019

Subject: **CY 2019 1ST QUARTER COORDINATION MEETING**

1. The Finance Division, this office, will hold its 1st quarter coordination meeting with SDO Accountants and Budget Officers on March 12, 2019 which starts promptly at 8:30 in the morning at R-NEAP, DepEd RO2.
2. The main agenda to be taken up will be the Hosting by Region 02 of the National Seminar-Workshop on the Preparation CY 2019 Midyear Financial Reports to be held in July 2019, among others.
3. Participants to this activity are RO Finance staff and SDO Budget Officers and Accountants.
4. Travelling and other allowable expenses of SDO participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations

For information, guidance and strict compliance.



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