



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



20 June 2023

DIVISION MEMORANDUM

DM No. 442, s. 2023

CONSOLIDATION OF MID-YEAR BUDGETARY & FINANCIAL ACCOUNTABILITY REPORTS

To: Assistant Schools Division Superintendents
Division Chief – SGOD
School Heads – Implementing Units
All Others Concerned

1. With reference to the Financial Management Operations Manual on the procedure for the Preparation and Submission of Reports of the Division Office & Implementing Units, this Office, will conduct a One-Day Consolidation of Mid-Year Budgetary & Financial Accountability Reports on June 30, 2023.
2. This activity aims to provide technical assistance to Finance Personnel, analyze the accuracy of budgetary reports, and submit the Division Consolidated reports to Oversight Agencies on time.
3. The participants to this activity are Accountant I/Senior Bookkeepers of Implementing Units. *Attached here are the list of participants for reference.*
4. The activity will start at exactly 8:00 am in the morning, and all are expected to be at the venue thirty (30) minutes before the scheduled activity. The venue will be at the Division Training Center.
5. To ensure the health and safety protocols amidst the COVID – 19 pandemic, all participants are expected to comply with the existing guidelines and policies of IATF/DOH throughout the duration of the activity.
6. The participants are requested to bring with them laptops, extension cords and all their respective reference data necessary for this activity.

DEPEDQUEZON-TM-SDS-04-009-003



"Creating Possibilities, Inspiring Innovations"

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
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7. They are expected to submit the following after the activity:

Budgetary Reports	Date of Submission	Particulars
1. BMS BudgetFiles	June 30, 2023	Soft Copy
2. FAR 1, 1A, 1B & Flash Report	June 30, 2023	Soft Copy
3. FAR 1, 1A, 1B, Summary of SAROs Received, & Copy of SAROs	July 3 – 7, 2023	Hard Copies <i>For the ff:</i> 1. DBM 2. RO 3. DO

8. **No Registration fee** will be collected for this activity. Food for Lunch will be provided and will be charged to the Division GASS Fund while the Travelling and other training expenses shall be charged to their respective School MOOE subject to the provisions of DepED Order No. 43, s. 2022 and the usual budget, accounting, and auditing rules and regulations.
9. Immediate dissemination and compliance with this Memorandum is earnestly desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

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Department of Education
Region IVA-CALABARZON
Division of Quezon

ORG CODE	OPERATING UNIT	Accountant I/Senior Bookkeeper
07001 0904266	1 Abuyon National High School	BENJAMIN E. CARABUENA
07001 0904269	2 Alabat Island National High School	JASMIN B. DELA VICTORIA
07001 0904271	3 Amontay National High School	MARY GRACE M. CLEMENTES
07001 0904273	4 Atimonan National Comprehensive High School	KIMBERLY V. MAGALONA
07001 0904282	5 Binulasan Integrated School	LOIDA S. DAMASO
07001 0904283	6 Bondoc Peninsula Agricultural High School	ELIZABETH T. PALMA
07001 0904285	7 Buenavista National High School	ARIANNE E. CEJANE
07001 0904287	8 Bukal Sur National High School	ORLITO A. DECENA
07001 0904288	9 Burdeos National High School	LORNA A. AFABLE
07001 0904292	10 Cabay National High School	ARLENE D. ASILO
07001 0904302	11 Calauag National High School	MEDEL G. GARCIA
07001 0904304	12 Camflora National High School	LYN M. VENDER
07001 0904307	13 Canda National High School	EVANGELINE A. VIDUYA
07001 0904313	14 Concepcion National High School	LOURY FHE DURANTE
07001 0904314	15 Dagatan National High School	MA. GLORIA I. KAPALUNGAN
07001 0904320	16 Dr.Maria D. Pastrana High School	LEILA S. DOTE
07001 0904321	17 Dr.Panfilo Castro National High School	MA. ADELA A. MENDOZA
07001 0904324	18 Elias A. Salvador National High School	CAROLINE M. CASIDSID
07001 0904327	19 Godofredo M. Tan Memorial School of Arts and Trades	FRANCIS C. LINGAHAN
07001 0904330	20 Guinayangan National High School	JULIE ANNE N. CALLEJA
07001 0904332	21 Gumaca National High School	ROWENA C. ASINAS
07001 0904335	22 Hondagua National High School	MARY GRACE V. GOROSPE
07001 0904338	23 Infanta National High School	LEONILYN P. CRISOSTOMO
07001 0904343	24 Lamon Bay School of Fisheries	LYDIA M. DEUNA
07001 0904347	25 Libo National High School	LALAINA M. CURIA
07001 0904351	26 Lopez National Comprehensive High School	GLAIZA M. CAHILIG
07001 0904354	27 Lusacan National High School	GLAZEL A. CAPA
07001 0904356	28 Lutucan National High School	RODOLFO ALLAN C. CORNEJO
07001 0904357	29 Magallanes National High School	JHUZABELLE D. ORINGO
07001 0904362	30 Malinao Ilaya National High School	ANNA ROSE A. TOLENTINO
07001 0904364	31 Dolores Macasaet National High School	LOTA C. BALITAN
07001 0904365	32 Manuel S. Enverga Memorial School of Arts and Trades	ARNEL T. DELLOSA
07001 0904367	33 Marcial B. Villanueva National High School	FRANCIS P. ALVASAN
07001 0904371	34 Olongtao National High School	CECILIA P. PARTO
07001 0904372	35 Paaralang Sekundarya ng Heneral Nakar	LIWAYWAY L. MOISES
07001 0904375	36 Paaralang Sekundarya ng Lukban	MARIBFTH I. AFARI F
07001 0904378	37 Pagbilao Grande Island National High School	JEMIMAH E. OLARTE
07001 0904379	38 Pagbilao National High School	MARIA AMABELLE B. AYALA
07001 0904380	39 Pagsangahan National High School	FRANCIS P. ALVASAN
07001 0904381	40 Paiisa National High School	REYNIEL M. BANDILLO
07001 0904386	41 Patnanungan National High School	MANILYN MAE R. SACDALAN
07001 0904387	42 Perez National High School	RONMEL B. MACABANSAG
07001 0904391	43 Polillo National High School	REALISSA E. GARAY
07001 0904394	44 Recto Memorial National High School	CARLOS J. SANCHEZ
07001 0904402	45 San Antonio National High School	GELLIE MARE E. FLORES
07001 0904405	46 San Isidro National High School, Catanauan	MYLA DL. RESURRECCION
07001 0904406	47 San Isidro National High School, General Luna	CARMELITA P. PEÑALES
07001 0904415	48 Silangang Malicboy National High School	ROSALYN A. MARIANO
07001 0904416	49 Sta.Catalina National High School	JAYMER F INTOY
07001 0904421	50 Sto.Domingo National High School	RACHELLE M. CAEG
07001 0904428	51 Tagkawayan National High School	ALFRED R. ELEAZAR
07001 0904429	52 Talipan National High School	LOURDES M. MAYUGA
07001 0904432	53 Tongohin National High School	MILLARDO A. RAMALLOSA
07001 0904434	54 Ungos National High School	ROSEWINDA C.VILLANUEVA
07001 0904437	55 Unisan National High School	VANESSA D. ABELLA
07001 0904660	56 Quezon National High School	RODOLFO ALLAN C. CORNEJO