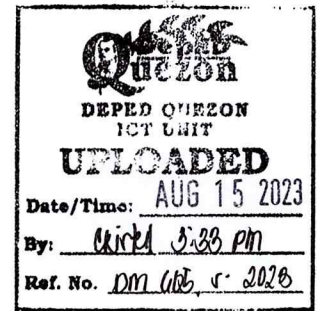




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



14 August 2023

DIVISION MEMORANDUM

DM No. 685, s. 2023

DEADLINE OF SUBMISSION OF LIQUIDATION REPORTS ON IMPLEMENTATION OF NATIONAL LEARNING CAMP (NLC) FUND FOR REPRODUCTION OF GRADE 1-3 MATHEMATICS INTERVENTION AND RAPID MATH ASSESSMENT MATERIALS AND GRADE 7-8 MATERIALS


To: Assistant Schools Division Superintendents
Division Chiefs
Section Heads
Elementary and Secondary School Heads of Non-Implementing Units (Non-IUs)
All Others Concerned

1. Please be informed that the cash advances of National Learning Camp (NLC) Fund for Reproduction of Grade 1-3 Mathematics Intervention and Rapid Math Assessment (RMA) Materials and Grade 7-8 Materials were credited on August 7, 2023 to the respective school's checking account. Deadline for submission of liquidation reports are as follows:

Sub-Offices - on or before August 30, 2023
Division Office - on or before August 31, 2023

2. In order to track the submission of liquidation reports, all documents shall be submitted at **Records Section in the Division Office or any of the three Sub-Offices where the School is near or clustered**. Document Tracking System (DTS) control number shall be placed on the documents submitted. In reiteration, submission of liquidation reports directly to Internal Auditors/ADAS III in-charge is highly discouraged.
3. Immediate dissemination and strict compliance of this Memorandum is desired.

FOR:


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

BY:

MARIA DOLORES D. ATIENZA
Administrative Officer V

accmrlg08/14/2023

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