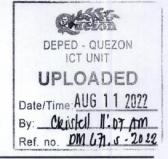


Republic of the Philippines

Department of Education

Region IV-A SCHOOLS DIVISION OF QUEZON PROVINCE



09 August 2022

DIVISION MEMORANDUM DM No. 67 , s. 2022

DEADLINE OF SUBMISSION OF LIQUIDATION REPORTS FOR PROGRESSIVE FACE-TO-FACE FUND

To:

Assistant Schools Division Superintendents

Division Chiefs Section Heads

Elementary and Secondary School Heads

All Others Concerned

1. Please be informed that the Face-to-Face Support Fund for implementation of the expanded phase of face-to-face classes for the selected schools was credited on August 1, 2022 to the respective school's checking account. Deadline for submission of the liquidation report are as follows:

Sub-Offices

- on or before August 15, 2022

Division Office

- on or before August 16, 2022

- 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.
- Immediate dissemination and strict compliance of this Memorandum is desired.

ELIAS A. ALICAYA JR., EdD

Assistant Schools Division Superintendent

Officer-In-Charge

Office of the Schools Division Superintendent

Accfjft 8/09/2022

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