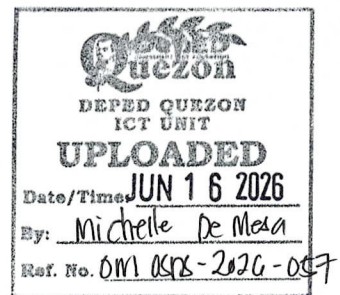




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



11 June 2026

**OFFICE MEMORANDUM**  
**OSDS-2026- 057**

**NOTICE OF MEETING FOR THE ACCOUNTING SECTION**

**To:** Accounting Section Staff  
All Others Concerned

Pursuant to Rule 25, Article 39 of the Implementing Rules and Regulations of Republic Act No. 9470 otherwise known as the "National Archives of the Philippines Act of 2007", this Office will conduct a meeting on June 16, 2026, 1:00 pm at the 2nd Floor, Accounting Section.

Topics of the meeting are as follows:

- A. Records Management
- B. Transmittal of Liquidation Reports to COA
- C. Other relevant issues and concerns

Attendance is a must. For strict compliance.

  
**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent

Accahm06/11/2026



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
Contact No.s: (042) 784-0366 | (042) 784-0164 |  
(042) 784-0391 | (042) 784-0321  
E-mail Address: quezon@deped.gov.ph  
Website: <https://quezon.deped.gov.ph>