
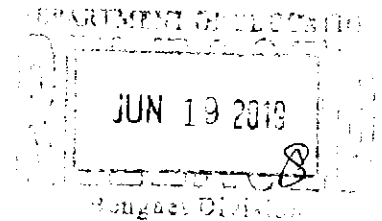
	<p>Republic of the Philippines Department of Education Cordillera Administrative Region SCHOOLS DIVISION OF BENGUET Wangal, La Trinidad, Benguet</p> <p>Tel.No. - 422 6570 Email add- benguet@deped.gov.ph</p>		<p>Document Code: SDO-BENG-QF-OSDS-SDS-004</p> <p>Revision: 00</p> <p>Effectivity date: 09-03-2018</p>
<p>Division Memo No. <u>166</u> s.2019</p>		<p>Name of Office: <i>OSDS-SDS Office</i></p>	

TO: Secondary School Principals of Implementing Units (IUs)
Finance Personnel of SDO and IUs
All Other Concerned

FROM: 
MARIE CAROLYN B. VERANO, CESO VI
Schools Division Superintendent 





SUBJECT: DIVISION ORIENTATION - WORKSHOP ON THE PREPARATION OF 2019 MIDYEAR FINANCIAL REPORTS

DATE: June 19, 2019

1. In line with the forthcoming regional workshop on the preparation of midyear financial reports and pursuant to revised/updated guidelines in the submission of Budget and Financial Accountability Reports (BFARs), an orientation-workshop will be conducted on June 26-28, 2019 at Sea of Dreams Resort, Santiago Norte, Caba, La Union.
2. This three-day orientation-workshop aims to:
 - a. facilitate preparation, review and timely submission of accurate financial reports.
 - b. facilitate consolidation of reports in compliance to DBM's Mid-year Agency Performance Review Report
 - c. address financial issues and concerns
3. Participants to this workshop are the following:

Alejo MPNHS	Mahal Rifani, Admin Officer II
Atok NHS	Merlyn Beltran, Admin Assistant III
Benguet NHS	Elsie Paulan, Admin Assistant III Lorna Kinnud, Admin Officer II
Buguias NHS	Janice Nollora, Admin Assistant III
GBDAIS	Lorna Gorio, Accountant I Jovelyn Suclad, Admin Assistant III
Kamora NHS	Myrna Tingda, Admin Assistant III
Kibungan NHS	Gerald Leganio, Admin Assistant III
Lepanto NHS	Lydia Tadios, Admin Assistant III Juliene Diaz, Admin Assistant II
Mankayan NHS	Elnora Agbunag, Admin Assistant III Debbie Ruth Inomis, Admin Officer I
Tuba NHS	Jemima Bentriz, Admin Assistant III

	<p style="text-align: center;"> Republic of the Philippines Department of Education Cordillera Administrative Region SCHOOLS DIVISION OF BENGUET Wangal, La Trinidad, Benguet </p> <p style="text-align: center;"> Tel.No. - 422 6570 Email add- benguet@deped.gov.ph </p>		<p>Document Code: SDO-BENG-QF-OSDS-SDS-004</p> <p>Revision: 00</p> <p>Effectivity date: 09-03-2018</p>
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SDO Finance Personnel	Florinda Pagoy, Accountant III Florabel Buclay, Admin Officer V Beverly Shane Berting, Admin Assistant III Francisca Aroco, Admin Assistant III
Total Participants	18

4. Meals, accommodation and other expenses related to this activity shall be shouldered by the Division Office while travelling expenses of participants from the implementing units shall be charged to school funds subject to the usual accounting and auditing regulations. First meal will be AM snacks of June 26 and last meal will be lunch of June 28.
5. Identified participants who fail to attend or fail to complete this 3-day orientation-workshop shall be obliged to refund the full amount allotted per participant to this activity.
6. Strict compliance to this Memorandum is directed.

NLB/feb