



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region III – Central Luzon  
**SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY**  
San Ignacio St., Poblacion, City of San Jose del Monte 3023



**DIVISION MEMORANDUM**  
No. 156, s. 2018

**To:** Assistant Schools Division Superintendent  
Division Finance/Budget Personnel  
Fiscally Autonomous Secondary School Principals


**From:** The Schools Division Superintendent

**Subject:** Third Quarter Consultative Meeting of Division and Fiscally Autonomous  
Secondary School Budget Officer, Accountants/Bookkeepers and  
Principals and Consolidation of CY2018 3<sup>rd</sup> Quarter Financial Reports

**Date:** September 26, 2018

1. The Third Quarter Consultative Meeting of Division and Fiscally Autonomous Secondary School Budget Officer, Accountants/Bookkeepers and Principals and Consolidation of 3<sup>rd</sup> Quarter Financial Reports shall be held on October 4, 2018 at the Starmall Events Center.
2. The agenda of the meeting includes the following:
  - a. Submission of Financial reports for the quarter ending September 30, 2018;
  - b. Status of DBM URS reporting;
  - c. Updates on Budgetary and Payroll matters;
  - d. Re-echo issues and matters discussed during Coordination Meeting of DepEd Accountants and Budget Officers held in Cebu City.
3. The activity starts at 8:30 AM. Expenses for meal and snacks shall be charged against the Division MOOE.
4. Attendance is a must.

  
**GERMELINA H. PASCUAL, CESO V**  
Schools Division Superintendent





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**SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY**  
San Ignacio St., Poblacion, City of San Jose del Monte 3023

**Third Quarter Consultative Meeting of Division and Autonomous Secondary Schools, Budget Officer,  
Accountants/Bookkeepers and Principals and Consolidation of CY2018 Financial Reports  
October 4, 2018**

**PROGRAM OF ACTIVITIES**

<b>TIME</b>	<b>PARTICULARS</b>	
8:00 – 8:30 AM	Registration	<b>Lani S. Victorio</b>
8:30 – 9:00 AM	Opening Program	
	National Anthem	<b>Nenette M. Gomez</b>
	Prayer	<b>Mariz A. Del Rosario</b>
	DepEd CSJDM Hymn	
9:00 – 10:00 AM	Opening Message	<b>SDS. Germelina H. Pascual, CESO V</b>
	Status of DBM URS reporting <b>Orlando D. Gonzales</b>	
10:00 – 10:15 AM	SNACKS	
10:15 AM – 11:00 AM	Updates on Budgetary Matters <b>Orlando D. Gonzales</b>	
11:00 AM– 12:00 NN	Standards, Policies, Guidelines and Procedures in Accounting for Government Funds <b>Kristine Joy Daluz-Quezda</b>	
12:00 NN – 1:00 PM	LUNCH BREAK	
1:00 – 3:00 PM	WORKSHOP – Finalization and Consolidation of CY2018 3 <sup>rd</sup> Quarter Financial Reports	
3:00 – 3:15 PM	SNACKS	
3:15 – 4:15 PM	Presentation of Output	
4:15 – 4:30 PM	CLOSING PROGRAM	