



**DIVISION MEMORANDUM**

No. 94, s. 2018

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

**From:** The Schools Division Superintendent

**Subject:** Second Quarter Consultative Meeting of Division and Fiscally Autonomous  
Secondary School Budget Officer, Accountants/Bookkeepers and  
Principals

**Date:** June 29, 2018

1. The Second Quarter Consultative Meeting of Division and Fiscally Autonomous Secondary School Budget Officer, Accountants/Bookkeepers and Principals shall be held on July 5, 2018 at the Starmall Events Center.
2. The agenda of the meeting includes the following:
  - a. Feedback on the 1<sup>st</sup> Quarter Reports, including URS submission;
  - b. Status of Compliance of the CY2017 and Prior Years Audit Recommendation;
  - c. Review and Consolidation of Mid-Year Financial Reports;
  - d. Other Matters.
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.

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