REGION MEMORANDUM
FD No. 11, s. 2017

REGIONAL COORDINATION MEETING AND CENTRAL OFFICE FS-ACCOUNTING FIELD MONITORING

TO: SCHOOL DIVISION SUPERINTENDENTS
   This Region

1. The Central Office –Accounting Division will be conducting a regional coordination meeting and field monitoring on November 8-10, 2017, to discuss issues on financial concerns that mainly focus on the following activities:
   a. Compliance and Resolution on CAAR 2015 -2016
   b. Reconciliation of Reciprocal Accounts (Due to /Due from)
   c. Issues on Financial Reporting – School MOOE, Cash Advances, BFARS, Provident Fund

2. The Schools Division of General Santos City shall be hosting the said 3-day activity with all expenses chargeable to the downloaded funds from the Central Office.

3. Participants from Schools Division Offices are the following:
   a. Division Accountant
   b. Bookkeeper
   c. COS-EPIP hired**
      EPIP hired Contract of Service (COS personnel TOR (main job responsibility) is on the COA audit findings/issues, maintenance /reconciliation of subsidiary ledger accounts which is the main focus of the activity.

4. Any change or any additional information relative to the activity shall be communicated through an advisory.

5. Please be guided accordingly.

DR. ARTURO B. BAYOCOT, CESO V
OIC-Regional Director