



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

06 Mar 2026

DIVISION MEMORANDUM

No. 138, s. 2026

CONDUCT OF CY 2025 AUDIT EXIT CONFERENCE

To: Assistant Schools Division Superintendents
Chief- Curriculum Implementation Division (CID)
Chief- School Governance and Operations Division (SGOD)
Public Secondary School Heads of Implementing Unit Schools
All Others Concerned

1. Please be informed that the CY 2025 Audit Exit Conference for SDO Batangas Province and implementing unit schools will be conducted on Thursday, March 19, 2026, 9:00 in the morning at SDO Conference Hall.
2. The objectives of the conference are to communicate the audit results to the management and obtain its comments on the proposed findings and recommendations.
3. The participants to the said activity are the following:
 - 3.1. Schools Division Superintendent
 - 3.2. Assistant Schools Division Superintendents
 - 3.3. Bids and Awards Committee (BAC) Chairperson
 - 3.4. Chief, Curriculum Implementation Division
 - 3.5. Chief, School Governance and Operations Division
 - 3.6. Head, BAC Secretariat
 - 3.7. Legal Officer
 - 3.8. Accountant
 - 3.9. Engineer
 - 3.10. Budget Officer
 - 3.11. Administrative Officer V – Administrative
 - 3.12. Information Technology Officer
 - 3.13. Cashier
 - 3.14. Property and Supply Officer
 - 3.15. Human Resource Management Officer
 - 3.16. Focal Person, School Based Feeding Program
 - 3.17. School Head or Administrative Assistant III or Designated Representative of the following implementing unit schools (one per IU school)
 - 3.17.1. Alalum National High School
 - 3.17.2. Alitagtag National High School
 - 3.17.3. Anselmo A. Sandoval Memorial National High School
 - 3.17.4. Balas Buco – Sta. Maria National High School
 - 3.17.5. Balete National High School
 - 3.17.6. Banoyo National High School
 - 3.17.7. Bauan National Agricultural & Vocational High School
 - 3.17.8. Baybayin National High School

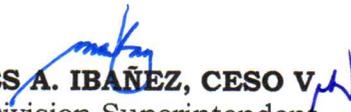


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- 3.17.9. Bayorbor National High School
- 3.17.10. Buhay na Sapa National High School
- 3.17.11. Calatagan National High School
- 3.17.12. Calubcob National High School
- 3.17.13. Coral na Munti National High School
- 3.17.14. Dacanlao G. Agoncillo National High School
- 3.17.15. Dagatan Integrated National High School
- 3.17.16. Dr. Crisogono B. Ermita Sr. Memorial National High School
- 3.17.17. Dr. Juan A. Pastor Memorial National High School
- 3.17.18. Laiya Integrated National High School
- 3.17.19. Looc National High School
- 3.17.20. Lucsuhin National High School
- 3.17.21. Malvar School of Arts and Trade
- 3.17.22. Masaguitsit-Banalo National High School
- 3.17.23. Mataasnakahoy National High School
- 3.17.24. Padre Garcia Integrated National High School
- 3.17.25. Pansol National High School
- 3.17.26. Payapa National High School
- 3.17.27. Pedro A. Paterno national High School
- 3.17.28. Rosario Integrated National High School
- 3.17.29. Sico 1.0 National High School
- 3.17.30. Sta. Monica National High School
- 3.17.31. Sta. Teresita National High School
- 3.17.32. Tala National High School
- 3.17.33. Tingloy National High School
- 3.17.34. Tipas National High School
- 3.18. COA Audit Team
- 3.19. Technical Assistant – ICT and Accounting Section
4. Attendees are advised to be in the venue fifteen minutes before the start of the conference.
5. 100% attendance is a must.
6. Meal expenses relative to the conduct of this activity shall be charged to Division MOOE while travel expenses of school personnel shall be charged to their respective School MOOE subject to the usual accounting and auditing rules and regulations.
7. Immediate and wide dissemination is desired.


MARITES A. IBAÑEZ, CESO V
Schools Division Superintendent

EUA/ CONDUCT OF CY 2025 AUDIT EXIT CONFERENCE/R2-150048/03.06.2026



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