



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

16 June 2025

DIVISION MEMORANDUM

No. 295, s. 2025

**COORDINATION MEETING OF SDO ACCOUNTING SECTION AND
SECONDARY SCHOOLS – IMPLEMENTING UNIT**

To: Assistant Schools Division Superintendents
Public Secondary School Heads of Implementing Unit Schools
All Others Concerned

1. In relation to the upcoming Regional Seminar-Workshop on the Preparation and Consolidation of CY 2025 Mid-Year Financial Reports, the Accounting Section will conduct a meeting with the Administrative Assistant III of Secondary Schools – Implementing Unit (IUs) on June 27, 2025, 9:30 in the morning via MSTeams.
2. The objectives of this dialogue are to communicate the updates on the preparation of financial statements and settle issues and concerns in the consolidation of the SDO's financial reports.
3. Participants in this activity are the Administrative Assistant III of fifty secondary schools (IUs) and selected Accounting personnel in the division office.
4. Meeting link is <https://tinyurl.com/CY2025MYCoorMeet>. Participants are requested to join 15 minutes before the meeting time.
5. Expenses shall be charged to division/school MOOE subject to the usual accounting and auditing rules and regulations.
6. Immediate and wide dissemination is desired.


MARITES A. IBANEZ, CESO V
Schools Division Superintendent

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