

## Republic of the Philippines Department of Education REGION III TARLAC CITY SCHOOLS DIVISION

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2 January 2025

**DIVISION MEMORANDUM** No. **001** , s. 2025

## DIVISION WORKSHOP ON THE RECONCILIATION AND CONSOLIDATION OF CALENDAR YEAR 2024 YEAR-END FINANCIAL REPORTS

To: Asst. Schools Division Superintendent

**Division Chiefs** 

School Heads of Implementing Units

All Others Concerned

- This is to inform the field on the Division Workshop on the Reconciliation and Consolidation of CY 2024 Year-End Financial Reports on January 6, 2025, Monday, 9:00 A.M. to 5:00 P.M. at Ilang-Ilang Conference Hall, Division Office.
- The objective of the activity is to facilitate the review, reconciliation, and 2. consolidation of the CY 2024 year-end financial reports.
- 3. Participants of this activity are the Division Accountant, Division Budget Officer, Finance Staff, and Senior Bookkeepers of Implementing Units who shall be equipped with laptop, strong internet connection and extension.
- 4. For any clarification or inquiry, contact Sacred-hail H. Medina, Administrative Officer V of the Budget Unit through email at sacredhail.medina@deped.gov.ph or at telephone number (045) 982-4514 loc. 1001.
- 5. Immediate and wide dissemination of this Memorandum is enjoined.

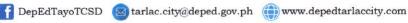
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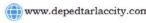
MA. IRELYN P. TAMAYO, PhD, CESO V Schools Division Superintendent

Encl: Activity N o n e Reference: None To be indicated in the Perpetual Index under the following subjects: BUDGET, FUNDS OSDS-BUDGET/SHM/January 2, 2025









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