




**DIVISION MEMORANDUM**  
No. 111 s. 2018

DEP-ED-NUEVA ECIJA  
**RELEASED**  
MAY 21 2018

RECORDS SECTION

**TO :** Public Schools District Supervisors  
School Heads/Principals  
District Office Personnel  
Division Office Personnel

**FROM :**   
**RONALDO A. POZON, Ph.D., CESO V**  
Schools Division Superintendent

**SUBJECT :** Seminar cum Workshop on Financial reporting, system analysis  
And first quarter review of financial reports of SDO-Nueva Ecija  
Accounting Unit

**DATE :** May 15, 2018

Please be informed that there will be Seminar cum Workshop on Financial reporting, system analysis and first quarter review of financial reports of SDO-Nueva Ecija Accounting Unit to be held at Bakasyonan Resort and Conference Center, Iba, Zambales on May 17-18, 2018.

The activity aimed to discuss and evaluate the fiscal performance of each district for the first quarter and to attain the following objectives:

- To apprise all the participants on the distinguishing functions of key officials involved in financial reporting and identify the basic competencies required on each function to improve the finance unit as part of the SDO-Nueva Ecija Organizational System.
- To evaluate the financial performance of each district and identify key strategies in attaining target objectives.
- To determine the updates and compliance on COA AOM and prepare for the succeeding updates and amendments on Financial Reporting.

Expenses on food, venue and accommodation shall be charged on Division INSET Funds subject to existing accounting rules and regulations.

Attendance of all concerned is necessary.

