



Republic of the Philippines
Department of Education
Region VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF BOHOL

Office of the Schools Division
Superintendent

June 28, 2020

DIVISION MEMORANDUM

No. 319 s. 2020

DISTRICT BOOKKEEPERS' VIRTUAL COORDINATION MEETING

To: Non-Implementing Units' District Bookkeepers
All Others Concerned

1. In light of the current pandemic and in keeping with our mandate to have smooth and effective flow of financial transactions in the district level, this Office hereby disseminates the conduct of a virtual coordination meeting to all District Bookkeepers. The purpose of which is to disseminate recent updates, issuances and guidance in the proper utilization of MOOE in this time of pandemic. Also, this activity is intended to discuss and resolve issues and concerns with regards to financial transactions that will capacitate the finance workforce in the schools.
2. In view hereof, all **District Bookkeepers** are directed to virtually attend the said coordination meeting on **July 30, 2020, 8:30 am to 10:00 am for CD 1, 10:30 am to 12:00 pm for CD 2 and 1:30 pm to 3:00 pm for CD 3**. The participants are advised to join 15 minutes before the scheduled time and make sure to have stable and strong internet connection. The link, meeting ID, password and other details will be provided by the Accounting Unit a day ahead of the schedule.

Furthermore, claim for internet expense in an amount not exceeding P300.00 in relation to this activity shall be chargeable against Division MOOE subject to the provision per Division Memorandum No. 246, s.2020 and existing accounting, COA rules and regulation.

3. Full attendance of the participants is desired and will be strictly monitored.
4. Immediate and wide dissemination of this memorandum is hereby directed.


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Schools Division Superintendent



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