



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

**Office of the Schools Division  
Superintendent**

October 23, 2023

**DIVISION MEMORANDUM**  
OSDS - 2023 - 171

**To: Senior Bookkeepers of:**  
Dimiao National High School  
Policronio S. Dano, Sr. High School  
Zosimo Gulle Memorial National High School

**ORIENTATION WORKSHOP FOR THE SENIOR BOOKKEEPERS OF THE THREE (3)  
NEW IMPLEMENTING UNIT SECONDARY SCHOOLS**

1. In keeping with our mandate and with the desire of this Office to comply with existing policies, rules, and regulations relative to the preparation and submission of accurate and up-to-date financial reports, an Orientation-Workshop shall be conducted which aims to equip the assigned Senior Bookkeepers of the Newly Opened Implementing Unit (IU) Schools to be able to achieve timely and reliable financial and budgetary reports consistent with the national agency's policies, plans and standards.
2. In view hereof, the assigned Senior Bookkeepers stated below, are directed to attend the said Orientation Workshop on *October 27, 2023 at the Accounting Unit Office, DepEd Division of Bohol, Tagbilaran City;*
  - a. Glith M. Dalogdog
  - b. Kristine Fuderanan
  - c. Rosemarie Evarado or her Authorized Representative
3. Participants shall bring a laptop, calculator, notebook, pens, and extension wire, among others.
4. The above personnel are enjoined to be at the venue at **9:00 am** and shall, by no means, be doing activities other than attending and participating in the said workshop. Attendance is a must.
5. This memorandum shall serve as your **travel authority**.
6. Immediate and wide dissemination of this memorandum is hereby directed.

**EVANGEL M. LUMINARIAS PhD CESO V**  
Schools Division Superintendent



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