



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Bohol

**Office of the Schools
Division Superintendent**

October 25, 2024

DIVISION MEMORANDUM

No. **527**, s. 2024

REPORT TO COA ON UPDATED FIDELITY BOND AND CASH IN BANK INVENTORY

To: Public Schools District Supervisors
School Principals/Heads
Administrative Officers II
Senior Bookkeepers
All Others Concerned

1. This is to remind bookkeepers and accountable officers to update the google sheet of the reports required by COA:

DO Bohol - Inventory of Cash in Bank accounts as of September 30, 2024 - Google Sheets and

Monitoring of the Fidelity Bond of DO Bohol AOs during the year 2024 - Google Sheets

2. Please take note that absence of uploaded Fidelity Bond e-Confirmation Letter will indicate that there is no updated Fidelity Bond coverage for the accountable officer, which may lead COA to recommend suspension in the release of funds.
3. Deadline of the above reports will be on **November 8, 2024**.
4. Immediate, wide dissemination and strict compliance of this memorandum is hereby directed.

CASIANA P. CABERTE PhD, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

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