

Division Memorandum
No. 129 s. 2019

TO: Division Chiefs
Division Supervisors/Focal
BAC Members/Secretariat
Chief of Sections
Finance Personnel
This Division
All Others Concerned

FROM: DR. MARILOU B. DEDUMO, CESO V
Schools Division Superintendent *Op*

SUBJECT: ONE-DAY COA EXIT CONFERENCE FOR CY 2018

DATE: March 14, 2019

1. Pursuant to COA Memorandum No. 96-054 dated December 2, 1996 Re: Conduct of Exit Conference, held at the end of the audit which involves the formalization of the audit findings and recommendation. The Division of Surigao del Sur will be holding a One-Day COA Exit Conference for CY 2018 on March 22, 2019, 9:00 A.M at SDS Conference Hall.
2. Participants to the said conference are the following:
 - a. 1 Schools Division Superintendent
 - b. 1 OIC Asst. Schools Division Superintendent
 - c. 10 COA Personnel
 - d. 2 Division Chiefs (SGOD/CID)
 - e. 6 SGOD Personnel (EPS, SEPS, Div. Engr.)
 - f. 6 Supervisors (CID focal persons)
 - g. 7 BAC Members and Secretariat
 - h. 7 Chief of Sections
 - i. 5 Finance Personnel
3. The conference aims to;
 - a. Ensure fair and balance reporting.
 - b. Ensure correctness of the audit findings once these are finalized.
 - c. Present the improvement, opportunities and result of audit of accounts for CY 2018.
 - d. Facilitate acceptance and implementation of audit recommendation.
4. There will be no registration fee for this one-day conference. Meals and snacks and other incidental expenses are chargeable against Division INSET/ local funds subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of and compliance with this memorandum is hereby directed.

Activity Design

- I. Title :** One Day COA Exit Conference for CY 2018
- II. Rationale :** Pursuant to COA Memorandum No. 96-054 dated December 2, 1996 Re: Conduct of Exit Conference, held at the end of the audit which involves the formalization of the audit findings and recommendation. The Division of Surigao del Sur will be holding a One-Day COA Exit Conference for CY 2018 on March 22, 2019, 9:00 A.M at SDS Conference Hall.
- III. Objectives:** The objectives of the conference are the following:
1. To ensure fair and balance reporting where the management is given a chance to present its side on the issues raised in the report.
 2. To ensure correctness of the audit findings once these are finalized. Management can clarify issues which the auditor may not have fully understood, with justification and additional documentation whenever deemed necessary.
 3. To present the improvement, opportunities and result of audit of accounts for CY 2018.
 4. To facilitate acceptance and implementation of audit recommendation.
- IV. Date :** March 22, 2019 (Friday)
- V. Venue :** SDS Conference Hall- Tandag City, SDS
- VI. Participants:**
- a) 1 Schools Division Superintendent
 - b) 1 Asst. Schools Division Superintendent
 - c) 10 COA Personnel
 - d) 2 Division Chiefs (SGOD/CID)
 - e) 6 Supervisors (SGOD focal persons)
 - f) 6 Supervisors (CID focal persons)
 - g) 7 BAC Members and Secretariat
 - h) 7 Chief of Sections
 - i) 5 Finance Personnel



Republic of the Philippines
DEPARTMENT OF EDUCATION
CARAGA Administrative Region
DIVISION OF SURIGAO DEL SUR
Tandag City



VII. Methodologies:

1. Presentation
2. Critiquing
3. Discussion

VIII. Source of Funds: Division INSET Fund (Finance)

IX. Budget Allocation:

1 Meal (Lunch) and 1 Snacks (am): 45 pax @ P 400.00	P 18,000.00
Tarpaulin	<u>500.00</u>
	<u>P 18,500.00</u>

X. Monitoring & Evaluation:

The facilitator of the T/W will monitor the attendance of the participants.

Prepared by:

BETHANY I. EVILLA, CPA
Accountant III

Fund Allotment:

MYRNA D. CALLOTE
AO V/ Budget Officer

Fund Availability:

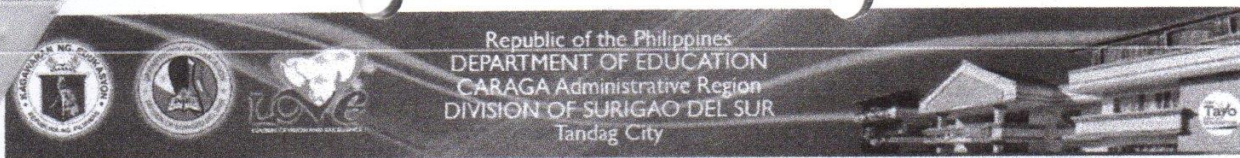
BETHANY I. EVILLA, CPA
Accountant III

Recommending Approval:

JASMIN R. LACUNA
OIC Asst. Schools Division Superintendent

Approved by:

MARILOU B. DEDUMO, Ph.D., CESO V
Schools Division Superintendent



Suggested Menu during the One Day COA Exit Conference for CY 2018

Meals & Snacks	March 22, 2018
Lunch	Fish Tinola Beef Steak Goso Salad Chop Suey Rice Fruits in Season Soft drinks
A.M. Snacks	Banana/Carrot Cake Bottled Juice

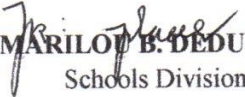
Prepared by:


BETHANY I. EVILLA, CPA
Accountant III

Noted by:


JASMIN R. LACUNA
OIC Asst. Schools Division Superintendent

Approved by:


MARILOU B. DEDUMO, Ph.D., CESO V
Schools Division Superintendent



Republic of the Philippines
COMMISSION ON AUDIT
NGS Cluster 5 – Education and Employment
DEPARTMENT OF EDUCATION
Division of Surigao del Sur
Tandag City

TRACKING #:

01617 – 2019

DATE: MAR 13 2019

DIVISION OF SURIGAO DEL SUR

RECEIVED

Date: MAR 13 2019 Time:

Control No. By:

March 13, 2019

FOR: MARILOU B. DEDUMO, Ph.D., CESO IV
Schools Division Superintendent
Department of Education
Division of Surigao del Sur
Tandag City

Dear Madam,

Please be informed that our Exit Conference for CY 2018 audit of accounts and operations of the DepEd Division of Surigao del Sur – Division Office Proper will be on **March 22, 2019 at 9:00 A.M.** In this regard, we request the presence of the Division Office's key officials and concerned employees in the said conference.

Your favorable action is highly appreciated.

Very truly yours,


KRISTINE ANN C. CANO
State Auditor III
OIC – Audit Team Leader