



Republic of the Philippines  
**Department of Education**  
Region XII  
Schools Division Office of Tacurong City

January 23, 2024

DIVISION MEMORANDUM  
OSDS No. 015, s. 2024

**COORDINATION MEETING OF NON -IUs BOOKKEEPERS**

To: Assistant Schools Division Superintendent  
Non -IUs School Heads  
Non -IUs Bookkeepers

1. The SDO Tacurong City Accounting Section shall conduct a Coordination meeting to all Non -IUs Bookkeepers on January 26, 2024, 2:00 p.m. at SDO Conference Room.
2. The agenda of this meeting are the following:
  - a. Status of Liquidation Reports
  - b. Submission of monthly Tax Remittances
  - c. Other matters
3. Immediate dissemination of and compliance to this Memorandum is desired.

  
**GILDO G. MOSQUEDA, CEO VI**  
Schools Division Superintendent



Enclosures: None.  
Reference: None  
Allotment: None  
To be included in the perpetual Index under  
MEETING RECORDS

JGS/OSDS/DM/ COORDINATION MEETING OF BOOKKEEPERS/JANUARY 23, 2024



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