



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

November 13, 2023

DIVISION MEMORANDUM  
OSDS No. 173, s. 2023

**DEADLINE OF SUBMISSION OF DECEMBER MOOE AND OTHER FUNDS  
LIQUIDATION REPORT**

To: IUs & Non-IUs School Heads  
IUs & Non-IUs School – based Bookkeepers

1. To ensure timely submission of various consolidated reports in compliance with the DepEd Central, Regional Office, DBM and COA requirements, all School Heads and school -based finance personnel are advised to submit the December 2023 liquidation reports on MOOE and other funds at SDO Tacurong City Accounting Section.
2. The deadline of submission will be on or before 27<sup>th</sup> day of December 2023, 5:00 p.m. If that 27<sup>th</sup> day of December will fall on holiday, deadline will be on following working day, 10:00 a.m.
3. Submission of liquidation reports beyond the deadline is considered “LATE.”.
4. All division related policies and other issuances which are inconsistent with the provision of this memorandum are hereby repealed and modified.
5. For the information, guidance, and compliance of all concerned.

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

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

REPORTS      RECORDS

JGS/OSDS/DM/ DEADLINE OF SUBMISSION OF DECEMBER MOOE AND OTHER FUNDS LIQUIDATION REPORTS/ November 13, 2023



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