



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

December 3, 2024

DIVISION MEMORANDUM
OSDS No. 137, s. 2024

**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 2024 liquidation reports on MOOE and other funds at SDO Tacurong City Accounting Section.
2. The deadline of submission will be on or before 23rd day of December 2024, 10:00 a.m. If that 23rd 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division related policies and other issuances which are inconsistent with the provision of this memorandum are hereby repealed and modified.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/ December 3, 2024



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