



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

May 29, 2025

DIVISION MEMORANDUM
OSDS No. 046, s. 2025

DEADLINE OF SUBMISSION OF 2024 – 2025 SBFP LIQUIDATION REPORT

To: Non-IUs School Heads
Non-IUs Administrative Officers II
Non-IUs School – based finance personnel

1. To ensure timely submission of consolidated reports in compliance with the DepEd Central, Regional Office, DBM and COA requirements, all School Heads, Administrative officers II and school -based finance personnel are advised to submit the **2024-2025 SBFP Liquidation Report** at **SDO Tacurong City Accounting Section**.
2. The deadline for submission shall be on or before **10th day of June 2025**, at **10:00 a.m.** If the said date falls on holiday, the deadline shall be moved to the next working day, **10:00 a.m.** Submissions beyond the deadline will be considered **LATE**.
3. All division related policies and other issuances which are inconsistent with the provision of this memorandum are hereby repealed and modified.
4. 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 SBFP LIQUIDATION REPORTS/ May 29, 2025



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