



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

October 23, 2025

DIVISION MEMORANDUM
OSDS No. 142, s. 2025

**DEADLINE OF SUBMISSION OF 2025 SCHOOL MOOE AND OTHER FUNDS
LIQUIDATION REPORT**

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

1. In compliance with the reporting requirements of the DepEd Central, Regional Office, DBM and COA requirements, this Office reminds all concerned of the timely submission of the 2025 Liquidation Reports for MOOE and other downloaded funds to the Accounting Section, Schools Division Office of Tacurong City.
2. The deadline of submission will be on or before December 22, 2025, 10:00 a.m. If the said deadline falls on holiday, deadline will be on following working day, 10:00 a.m.
3. Submissions beyond the prescribed deadline shall be considered **"LATE."**
4. All division policies, guidelines and other previous issuances inconsistent with the provisions of this Memorandum are hereby repealed and modified accordingly.
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 2025 SCHOOL MOOE AND OTHER FUNDS
LIQUIDATION REPORTS/ October 23, 2025



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