



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

DEPED DIVISION OF DAVAO DEL NORTE
RECORDS SECTION
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Office of the Schools Division Superintendent

July 5, 2022

DIVISION MEMORANDUM
No. 469, s. 2022

SUBMISSION OF MARCH 31, 2022 BANK STATEMENT

To: Public Schools District Supervisors
School Heads
Kawayan ES Upper Tagasan IS Mangkay IS

1. The Accounting Unit has been keeping track of the Monthly Bank Reconciliation Reports of the school MOOE Account you have opened with Land Bank of the Philippines (LBP).
2. During the weekly reporting during the Monday Convocation Program, your schools were reported to have not submitted the needed Bank Reconciliation Report for the month of March 2022 because of non- submission of Bank Statement to the Division ADAS assigned to your District.
3. With this, you are advised to submit to the Division ADAS the March 31, 2022 Bank Reconciliation Statement on or before July 8, 2022 so that your March 2022 Bank Reconciliation Report can now be prepared.
4. For strict compliance.

DEE D. SILVA, DPA, CESO V
Schools Division Superintendent

