



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

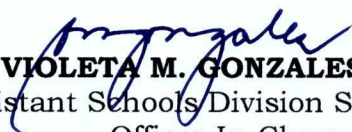
SEP 18 2025

MEMORANDUM

ENTRANCE CONFERENCE FOR CY 2025 AUDIT

To: Assistant Schools Division Superintendent
SDO Administration and Finance
Administrative Officer V – Administrative Unit
Administrative Officer V – Budget Unit
Administrative Officer IV – Property and Supply Unit
Administrative Officer IV - Cash Unit
Administrative Officer IV - Personnel Unit
Accountant III
Implementing Units – MNHS, PEDHS and MBHS-Main
School Principals
Finance Officers
Budget Officers
Property Officers

1. There will be an ENTRANCE CONFERENCE for the CY 2025 audit with the Commission on Audit (COA) on September 23, 2025, Tuesday at 10:00 AM on the 4th Floor, SDO Activity Area.
2. Attendance of the above-mentioned DepEd personnel is hereby required.
3. Immediate dissemination of this Memorandum is desired.


VIOLETA M. GONZALES CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

To be indicated in the Perpetual Index
under the following subjects:

CONFERENCE MEETINGS COA

KEM ENTRANCE CONFERENCE WITH COMMISSION ON AUDIT (COA)
374 / 09/16/2025

UN-2025-374



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