



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS – TAGBILARAN CITY

**Office of the Schools Division
Superintendent**

MEMORANDUM
No. 108 s. 2021

TO : **NEOLITA S. SARABIA**

FROM : **JOSEPH IRWIN A. LAGURA PhD** *JIL*
Schools Division Superintendent
Office of the Schools Division Superintendent

SUBJECT : **LIQUIDATION OF NCCA DOWNLOADED FUNDS**

DATE : November 22, 2021

This Office has received a letter from the Office of the Pambansang Komisyon Para sa Kultura at Mga Sining dated October 14, 2021 demanding for the immediate liquidation of the grant released to our Office amounting to **TWO HUNDRED TWELVE THOUSAND FOUR HUNDRED SIXTY PESOS (PHP212,460)**. This fund was downloaded to our Office in CY 2017 and this liquidation is long overdue.

In this connection you are directed to submit all necessary documents required to settle all payables allowed in the Memorandum of Agreement on or before November 23, 2021. You are further reminded that this Office will not assume responsibility for unpaid accounts reported after the date herein specified as the balances of the unutilized collections will be immediately remitted to the Bureau of Treasury.

JIAL/BUDGET&FINANCE/CPC/mts



Accounting Section

Address: Rajah Sikatuna Avenue, Dampas, Tagbilaran City, 6300 Bohol

Telephone Nos.: (038) 427-1702; (038) 422-8177; (038) 427-6718; (038) 544-2147

Email Address: tagbilarancity.division@deped.gov.ph