



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

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM
MLA-2022-OSDS 202

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

SUBJECT : **SEMINAR WORKSHOP ON THE RECONCILIATION OF INVENTORY
ACCOUNTS & COMPLIANCE OF PRIOR YEARS' AUDIT FINDINGS AND
RECOMMENDATIONS**

DATE : October 27, 2022

1. The Commission on Audit has issued several prior years' Audit Observation Memorandum pertaining to unrecorded inventories with audit recommendations not yet fully implemented.
2. A seminar workshop is to be conducted on November 8-11, 2022 at Solea Coast Resort in Daorong, Panglao, Bohol to allow personnel from finance and supply section in the Division Office and schools to focus on the reconciliation and recording of inventory accounts in compliance with COA's prior years' audit recommendations.
3. Participants are required to bring their own laptops, printers and extension wires for the workshop proper. Outputs will be collected at the end of the workshop.
4. Strictly **no proxy is allowed.**
5. All expenses relative to the said seminar workshop will be chargeable against Division MOOE subject to the usual accounting and auditing rules and regulations.
6. For immediate dissemination and strict compliance.