



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

**Office of the Schools  
Division Superintendent**

July 17, 2024

DIVISION MEMORANDUM  
OSDS-2024- 106

**To: : Rosalie A. Tambis  
Julie Ann Kristie A. Redillas  
Gina E. Gamao  
Marife C. Rallos  
Engr. Junicel T. Mancha  
Brendalou D. Arancana JD  
Ruben C. Lorejo  
Dr. John Ariel A. Lagura  
Dr. Filomena C. Tanggaan**

**From: Wilfreda D. Bongalos PhD, CESO V  
Schools Division Superintendent**

**Subject: Conduct of Commission on Audit (COA) Entrance Conference**

1. You are required to attend the entrance conference with our COA auditors pertaining to clarifications on reports, scope of audit for Calendar Year 2024 in compliance with the International Standards of Supreme Audit Institutions (ISSAIs) on July 25, 2024 from 9:00 AM to 10:00 AM at the Division Office Conference room.
2. An engagement letter is issued to our office will be discussed, thus attendance is a must.
3. All expenses related to the said activity will be charged against Division MOOE.
4. For strict compliance.

**WILFREDA D. BONGALOS PhD, CESO V**  
Schools Division Superintendent  
Office of the Schools Division Superintendent

WDB/EQA/BUDGET&ACCTG/RAT/rat



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