



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
SCHOOLS DIVISION OF MISAMIS ORIENTAL

Office of the Schools Division
Superintendent

15 OCTOBER 2020

DIVISION MEMORANDUM

No. 204 s. 2020

CONDUCT OF COA ENTRANCE CONFERENCE FOR AUDIT YEAR 2020

To: **Assistant Schools Division Superintendent**
Division Chiefs
Section Heads
Division Office

School Principals
Senior Bookkeepers
Cashiers
Supply Officers
Implementing Unit (IU) Secondary Schools

1. A letter from the Office of the Audit Team Leader dated October 14, 2020 invites us for an **Entrance Conference for Audit Year 2020** on **October 22, 2020, Thursday** at **1:30 in the afternoon** to be held at the **Conference Hall, 3rd Floor, Division Office**.
2. For field personnel and Work-From Home employees you shall attend virtually thru Zoom application. The online meeting link will be emailed to you. Division Office Key Officers shall attend the conference at the venue observing health and safety protocols. Everyone is encouraged to wear face mask and face shield during the conduct of the activity.
3. Your full cooperation is hereby enjoined.

JONATHAN S. DELA PEÑA, PhD, CESO V
Schools Division Superintendent

Encls.: None
References: None

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

CONFERENCE AUDIT

FINANCE,mlt



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Cluster 5 – Education and Employment
Region X, Audit Team No. R10-13-1
Cagayan de Oro City

DEPARTMENT OF EDUCATION
Division Office - Misamis Oriental

RECEIVED
19 OCT 2020

DATE: _____
BY: _____

OFFICE OF THE AUDIT TEAM LEADER

October 14, 2020

Mr. JONATHAN S. DELA PEÑA, PhD, CESO V
Schools Division Superintendent
Department of Education
Division of Misamis Oriental
Cagayan de Oro City

Dear Supt. Dela Peña:

Greetings!

Please be informed that the Audit Team will conduct an Entrance Conference for Audit Year 2020 on October 22, 2020, Thursday, which we request to be held at the Conference Hall of DepEd Division of Misamis Oriental at 1:30 in the afternoon. The activity will also be attended virtually by the 11 Implementing Units' School Heads, Bookkeepers, Cashiers and Supply Officers.

The Audit Team will discuss the audit engagement terms to facilitate easy understanding and compliance by the agency. Key Division Officers may join the conference, subject to health and safety protocols.

We look forward to a fruitful cooperation in providing quality government service.

Very truly yours,

CHERRYBELLE A. LAO
State Auditor IV