



FEB 13 2009

DepED MEMORANDUM
No. 60, s. 2009

FINANCIAL MANAGEMENT SYSTEM SEMINAR-WORKSHOP

To: Regional Directors
Schools Division/City Superintendents
Heads, Public Elementary and Secondary Schools

1. The Department of Education (DepED) through the Staff Development Division-Human Resource Development Service (SDD-HRDS) in coordination with the Accounting Division will conduct the Financial Management System Seminar-Workshop on the following dates and venues:

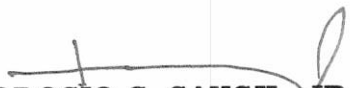
Regions	Dates	No. of Participants	Venue
I, II, NCR and CAR	August 25-27, 2009	20 pax per region	Within the area of Tagaytay
III, IV-A, IV-B and V	September 8-10, 2009	20 pax per region	Within the area of San Mateo, Rizal
VI, VII and VIII	October 13-15, 2009	30 pax per region	Within the area of Cebu City
X, XI and CARAGA	November 10-12, 2009	30 pax per region	Within the area of Cagayan de Oro City
IX, XII and ARMM	December 8-10, 2009	30 pax per region	Within the area of Zamboanga City

2. The workshop will equip accountable officers with working knowledge on DepED financial system, budgeting and accounting system and other pre-and post-audit rules and processes, carrying disbursements, recording and preparation of reports. The workshop will also feature a session on graft prevention and gender and development.

3. Participants to the workshop are new cashiers, disbursing officers, bookkeepers and teachers who are designated/performing as special disbursing officers, cashiers and bookkeepers who were not able to attend the training last year.

4. Please send the list of participants a week before the training to SDD-HRDS addressed to Ms. Nerissa L. Losaria, Assistant Chief, OIC, SDD-HRDS. For further clarifications/questions please contact Ms. Beth C. Acosta, SDD-HRDS, DepED Central Office, Meralco Avenue, Pasig City at telefax nos. (02) 633-7237 or (02) 638-8638.

5. Participants are expected to be at the venue at 5:00 p.m. on Day 0 (a day before the training proper). First meal will be dinner of Day 0.
6. Travel and per diem of participants are chargeable against local funds while board and lodging expenses, honoraria and travel and per diem of facilitators, resource persons and project staff, supplies, function room rental, and contingency funds are chargeable against Human Resources Training and Development (HRTD) Funds, subject to the usual accounting and auditing rules and regulations.
7. Immediate dissemination of this Memorandum is desired.


TEODOSIO C. SANGIL, JR.
Undersecretary
Officer-in-Charge

Reference:

DepED Memorandum: No. 70, s. 2008

Allotment: 1- -(D.O. 50-97)

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

OFFICIALS
SEMINARS
WORKSHOPS

Maricar/Sally - DM-Financial Management
02-12-09