



Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION IV-A CALABARZON
 Gate 2, Karangalan Village, Cainta Rizal



REGIONAL MEMORANDUM

No. 158 s, 2016

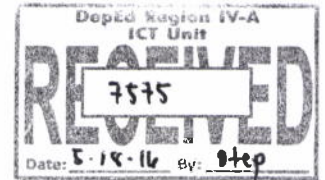
TO : ALL SCHOOLS DIVISION SUPERINTENDENTS/OIC

FROM : DIOSDADO M. SAN ANTONIO
Director IV

SUBJECT : Submission of Report and Accounting /Details of Expenses on the Conduct of 2015 4th BSP-Deped Division Oratorical Contest

DATE : May 11, 2016

C-000084



The Special Curriculum Program Division, Bureau of Curriculum Development requires each division to submit the accounting details of expenses (ADE's) during the conduct of the 4th BSP-DepEd Division/Regional/National level competitions including the 3-island cluster competition. These documents will serve as bases for the summary of the financial report to be submitted to the Cash Division in claiming the reimbursement of expenses for the said activities.

Kindly submit the said report on or before May 20, 2016 thru e-mail at clmt.calabarzon@yahoo.com and facebook at Maestro Ciel CL.

For clarification, please contact Mr. Leonardo C. Cargullo at CP No.09989942134

Please follow the format below.

Name of Division:

Title of Activity:

Date and venue of the activity:

A.Participants

Name	Grade Level	School	Coach	Principal	Amount of Prize





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B. Honorarium of Non-DepEd Board of Judges:

Name	Agency	Designation	Amount Received

C. Supplies and Materials:

Item	Piece	Cost

Prepared and submitted by:

Div.Oratorical Contest Coordinator

Noted:

Accountant/Budget Officer

Approved:

Schools Division Superintendent

Clmd/868



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