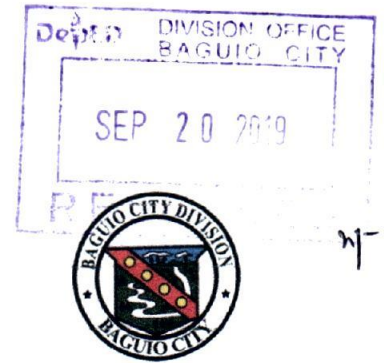




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
No. 82 Military Cut-Off, Baguio City



September 19, 2019

Division Memorandum
No. 458, s., 2019

Submission of Documentary Requirements of Implemented Programs, Projects and Activities

To: End Users
BAC Secretariat

1. Pursuant to Executive Order No. 91, Adopting the Cash Budgeting System Beginning Fiscal Year 2019 and For Other Purposes, all authorized appropriations shall be available for obligation and disbursement until the end of each fiscal year. Obligations incurred by the National Government within each Fiscal Year shall be implemented within the same Fiscal Year. Interpreted as goods and services corresponding to said obligations shall be delivered or rendered, inspected and accepted by the end of each Fiscal Year.
2. In line with this, **end users** are requested to submit complete documentary requirements (e.g. trainings, attendance sheet, statement of account) of implemented programs, projects and activities within 5 days after the completion of such PAPs to facilitate timely payment of goods and services procured.
3. Wide and immediate dissemination of this memorandum to all concerned is desired.

MARIE CAROLYN B. VERANO, CESO VI
Schools Division Superintendent

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