Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN
Archbishop Reyes Street, Kalibo, Aklan

October 5, 2017

DIVISION MEMORANDUM
No. 251, s. 2017

DIVISION SEMINAR/WORKSHOP ON THE IMPLEMENTATION OF FINANCIAL MANAGEMENT OPERATIONS MANUAL (FMOM) FOR NON-IMPLEMENTING UNITS (NON-IUS)

To: **Chief Education Supervisor (SGOD)**
Public Schools District Supervisors
Principals/Head Teacher In-Charge of the District
Heads of Secondary Schools (IUs Schools)
Heads of Elementary Schools
Financial Staff (IUs Schools)

1. The Department of Education (DepEd) Division of Aklan, through the Finance Division will conduct a Seminar/Workshop on the Implementation of Financial Management Operations Manual (FMOM) for Non-Implementing Units (Non-IUs) on October 9-21 and November 15-17, 2017 at the Sampaguita Gardens, New Washington, Aklan. This is a live-in seminar/workshop to be conducted in five (5) batches.

2. This activity aims to orient the participants on the adoption and utilization of the FMOM for all financial transactions at all levels of the Department.

3. The participants to this activity are PSDS/PIDs/HTID, school heads/teacher-in-charge, designated bookkeepers, BAC Chairman/ BAC Member/ designated disbursing officers of Non-IUs Elementary and Secondary Schools.

4. Participants are expected to be at the venue at 7:30 A.M of the first day. First meal is A.M. snacks on the first day and last meal will be P.M. snacks on the third day. Expenses will be charged against HRTD Funds.

5. Attached is the schedule of every batch with the allotted number of participants for every district. No proxy is allowed.

6. Immediate and widest dissemination of this memorandum is highly enjoined.

Dr. ERNESTO F. SERVILLON, Jr., MNSA, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of Schools Division Superintendent

Attachment to Division Memorandum No. 251, s. 2017

FMOM SEMINAR/WORKSHOP SCHEDULE FOR NON-IUs

BATCH	SCHEDULE	DISTRICT	ELEM	SEC	TOTAL	GRAND TOTAL
BATCH 1	OCTOBER 9-11, 2017	BALETE	42	9	51	
		BANGA	75	3	78	
		BATAN	60	27	87	216
BATCH 2	OCTOBER 12-14 2017	MALAY	36	9	45	
		TANGALAN	42	6	48	
		NABAS	57	3	60	
		MAKATO	51	12	63	216
BATCH 3	OCTOBER 16-18, 2017	LIBACAO	87	15	102	
		NUMANCIA	36		36	
		IBAJAY WEST	48	3	51	
		KALIBO I	24		24	213
BATCH 4	OCTOBER 19-21, 2017	NEW WASHINGTON	48		48	
		MALINAO	66	6	72	
		ALTAVAS	57	9	66	
		KALIBO II	27	6	33	219
BATCH 5	NOVEMBER 15-17, 2017	MADALAG	87	15	102	
		BURUANGA	42	3	45	
		IBAJAY EAST	51		51	
		LEZO	24	6	30	228
			960	**132**	**1092**	**1092**