



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

DEC 24 2021

DIVISION ADVISORY

NO. 489 , s. 2021

To: Public Elementary and Secondary (Non-IUs) School Heads

Subject: Deadline Submission of 4th Quarter Liquidation

Please be informed that the deadline for submission of 4th Quarter liquidation shall be on December 27-29, 2021 at the Accounting Section, Division Office, Banica, Roxas City. Kindly coordinate with the Administrative Assistant assigned in your respective school for schedule. Please come on time on your respective schedule so as not to affect the schedule of the other schools and to avoid the pooling of people in the office.

Health and safety protocols prescribed by health authorities must be observed with due diligence at all times.

Please be guided accordingly.


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Accounting