



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
No. 0016 s.2026

To : Assistant Schools Division Superintendent
Chief, Curriculum Implementation Division
Chief, Schools Governance and Operations Division
All Secondary School Heads
All Concerned

Subject: **Entrance Conference with COA and Welcome Program**

Date: January 19, 2026

Effective governance entails audit engagement, clarify audit objectives, scope, and timelines, and foster a spirit of cooperation and professionalism among all stakeholders to ensure a smooth and effective audit process.

Anent to this, the Panabo City Secondary School Heads Association (PASSHA) shall conduct an **Entrance Conference and Welcome Program for the COA Audit Team** at **Bonsai, Panabo City** on **January 19, 2026**.

Participants in this activity are all secondary school heads/principals. School heads are reminded to assign an Officer In-charge of the school.

Transportation, meals and other expenses incurred in this activity shall be charged to the school MOOE and/or any available local funds, subject to the usual accounting and auditing rules and regulations.

For your guidance and information.


JINKY B. FIRMAN, PhD, CESO VI
Schools Division Superintendent

RELEASED

JAN 19 2026

RECORDS SECTION SDO PANABO CITY
BY 