

Republic of the Philippines
 Department of Education
 Region VI – Western Visayas
SCHOOLS DIVISION OF AKLAN
 Pob., Numancia, Aklan

SEMI-ANNUAL WORKSHOP ON THE PREPARATION OF FINANCIAL ACCOUNTABILITY REPORTS WITH THE IMPLEMENTING UNIT (IU) SCHOOLS
Ati-atihan Festival Hotel (XIX Martyr's Street, Kalibo, Aklan)
November 19 -21, 2025

Training Matrix

DAY 1 - November 19 (Wednesday)		DAY 2 - November 20 (Thursday)		DAY 3 - November 21 (Friday)	
		<i>Morning Session</i>		<i>Morning Session</i>	
8:00 - 8:30 AM	Registration/Arrival of Participants	8:00 - 8:30 AM	Opening Program	8:00 - 8:30 AM	Opening Program
8:31 - 9:00 AM	Opening Program	8:31 - 12:00 NN	Accounting Unit Concerns MRS. MARISSA A. JIZMUNDO - (Acct III) MR. CAMILO N. GARCES - (ADAS III) MR. MARK N. GALLARDO (ADAS III) MS. HELEN G. FABILLANO (ADAS III)	8:11 - 12:00NN	Continuation of Workshop
9:01 - 9:15 AM	Overview and Objectives MR. RETZ DALE M. CAWALING (ADAS I)				
9:16 - 10:45 AM	Budget Execution Document No. 1 and 3 (MRS. ANN RAYSHELLE L. NADUA (AO V-Budget)				
10:46 - 11:00 AM	Health Break				
11:01 - 12:00 NN	Budget Monitoring System MR. LEO JAN M. FULGENCIO - (ADAS III)				
12:01 - 1:00 PM	Lunch Break	12:01 - 1:00 PM	Lunch Break	12:01 - 1:00 PM	Lunch Break
<i>Afternoon Session</i>		<i>Afternoon Session</i>		<i>Afternoon Session</i>	
1:01 - 1:30 PM	Afternoon Preliminaries	1:01 - 1:30 PM	Afternoon Preliminaries	1:01 - 1:30 PM	Afternoon Preliminaries
1:31 - 2:31 PM	(Continuation) Budget Monitoring System MR. LEO JAN M. FULGENCIO - (ADAS III)	1:31 - 5:00 PM	Workshop Proper	1:31 - 2:30 PM	Continuation of Workshop
2:31 - 2:45 PM	Health Break			2:31 - 3:30 PM	Submission of Output
2:46 - 3:00 PM	Cash Unit Concerns MRS. FEBY D. MOLETA - (AO IV-Cashier)				
3:01 - 4:30 PM	Accounting Unit Concerns MRS. MARISSA A. JIZMUNDO - (Acct III)				
4:30 - 5:00 PM	Open Forum			3:31 - 5:00 PM	Closing Program
	End of Day 1		End of Day 2		End of Training

FACILITATORS: MR. RETZ DALE M. CAWALING (ADAS I); MS. ALYSSA MAE C. MENODIADO (JO); JOHN WAYNE M. MALILAY (GIP), GABRIELLA L. CRETENCIO (OJT)
 HOSTS: MRS. CHARISSA S. OQUENDO (AO II)

Prepared by:

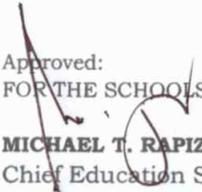

ANN RAYSHELLE L. NADUA
 Administrative Officer V
 (Budget Officer III)


MARISSA A. JIZMUNDO
 Accountant III

Reviewed by:


LEILA L. PAMATIAN
 Senior Education Program Specialist
 Human Resource Development

Approved:

FOR THE SCHOOLS DIVISION SUPERINTENDENT:

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