Regional Memorandum

QUARTERLY SUBMISSION OF BUDGET ACCOUNTABILITY REPORT (BAR No. 1 – PHYSICAL REPORT OF OPERATION) FOR FY 2021

To

Schools Division Superintendents
All others concerned

1. With reference to DBM & COA Joint Circular No. 2019-1 dated January 1, 2019 on the “Updated Guidelines Relative to Budget and Financial Accountability Reports (BFARs) Starting FY 2019”, all agencies are mandated to regularly submit their Budget Accountability Reports (BAR) to oversight agencies after the end of each quarter.

2. Pursuant to this, all schools division offices are hereby requested to submit their duty accomplished Budget Accountability Reports (BAR No. 1 - Quarterly Physical Report of Operation) on the following schedules:

<table>
<thead>
<tr>
<th>Fiscal Year 2021</th>
<th>Deadline of Submission</th>
</tr>
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<tbody>
<tr>
<td>1st Quarter BAR 1</td>
<td>April 12, 2021</td>
</tr>
<tr>
<td>2nd Quarter BAR 1</td>
<td>July 5, 2021</td>
</tr>
<tr>
<td>3rd Quarter BAR 1</td>
<td>October 5, 2021</td>
</tr>
<tr>
<td>4th Quarter BAR 1</td>
<td>January 5, 2022</td>
</tr>
</tbody>
</table>

3. Likewise, all concerned are enjoined to utilize the region’s template which can be downloaded at [blt.ly/R4aBARtemplate](http://blt.ly/R4aBARtemplate) in order to ensure uniformity and for all to properly track their quarterly submissions.

4. Accomplished reports shall be submitted in excel and pdf (signed) to pprd.calabarzon@deped.gov.ph.

5. For queries and template concerns, you may contact Mr. Adrian A. Bullo through email at adrian.bullo@deped.gov.ph.

6. Immediate and strict compliance to this memorandum is earnestly desired.

FRANCIS CESAR B. BRINGAS
Regional Director

pprd/ob

"EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"

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