



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



12 April 2022

Regional Memorandum

**FINANCE QUARTERLY COORDINATION MEETING WITH
SCHOOLS DIVISION OFFICES AND SECONDARY SCHOOLS
IMPLEMENTING UNITS**

To **Schools Division Superintendents
Secondary School Heads of Implementing Units**

1. The Regional Office Finance Division will conduct a Quarterly Coordination Meeting with all Schools Division Offices and implementing units on April 26-29, 2022, venue to be announce in a separate advisory from this Office, Host: Schools Division of Batangas City.
2. The objectives of this activity are the following:
 - a.) to assess all operating units on the status of the 1st budget utilization and disbursement rate in the implementation of all programs/activities/projects (PAPs);
 - b.) to determine the catch-up plan and prioritize what needs to be done on the next quarters of the current fiscal year;
 - c.) to update on the current finance issuances from DepEd Central Office, DBM, COA and other oversight agencies to provide the policies and guidelines which will help them in the processing of finance-related transactions; and
 - d.) to provide common understanding on the different finance processes in each level of governance that allows for a consensus of ideas, strategies and direction.
3. Participants to this activity are Schools Division Offices Budget Officers, Accountants, Senior Bookkeepers of Secondary Schools Implementing Units and selected Regional Office Finance personnel. Enclosed is the schedule of clusters of SDOs and implementing units.
4. Food and accommodation shall be paid by each participant chargeable against MOOE or local funds subject to the usual budgeting, accounting and auditing rules and regulations.



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5. For clarifications and other concerns, kindly coordinate with Ms Laarni A. Evaristo, AO V, via email at finance.calabarzon@deped.gov.ph.
6. Please be guided accordingly.


FRANCIS CESAR B. BRINGAS
Regional Director



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