



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
GATE 2, KARANGALAN VILLAGE
1900 CAINTA, RIZAL



24 June 2022

Regional Memorandum

**VIRTUAL TRAINING-WORKSHOP ON THE PREPARATION OF
BUDGET ACCOUNTABILITY REPORT (BAR) NO. 1 –
QUARTERLY PHYSICAL REPORT OF OPERATION**

To **Schools Division Superintendents**
All Others Concerned

1. With reference to Regional Memorandum 225, s. 2022, on the Quarterly Submission of Budget Accountability Report (BAR No. 1 – Physical Report of Operation) for Fiscal Year 2022, all schools division offices are enjoined to regularly submit their reports in a timely manner through the deployed online reporting facility.
2. To formally turnover the preparation and submission of the above-mentioned quarterly reporting to the counterpart offices in the region and schools division level spearheading the progress monitoring, the Policy Planning and Research Division will conduct Virtual Training-Workshop on July 4-5, 2022 via MS Teams.
3. The objectives of this activity are the following:
 - a. orient the participants on the policy guidelines relative to the preparation and submission of BAR 1;
 - b. reiterate the roles and responsibilities of key office/personnel relative to the report submission;
 - c. present the template, process flow including the timeline of submission for the current fiscal year; and
 - d. gather best practices and recommendations to further enhance reporting and submission.
4. Participants to this activity are the following:

Governance Level	Functional Division	Target Participants
Regional Office	Quality Assurance Division (QAD)	<ul style="list-style-type: none">• Chief Education Supervisor• EPS In-charge of M&E



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	Policy, Planning and Research Division (PPRD)	<ul style="list-style-type: none"> • Chief Education Supervisor • Regional Planning Officers • Technical Working Group
Schools Division Offices	School Governance and Operations Division (SGOD)	<ul style="list-style-type: none"> • Senior Education Program Specialists for SMME • Division Planning Officers

5. All participants are requested to confirm their attendance using the link bit.ly/R4a-TW-BAR-Preparation on or before June 30, 2022.
6. For clarifications and other concerns, kindly coordinate with Mr. Adrian A. Bullo of PPRD through email at pprd.calabarzon@deped.gov.ph.
7. Immediate dissemination of this memorandum is earnestly desired.


FRANCIS CESAR B. BRINGAS
 Regional Director

PPRD/ab