

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



May 23, 2023

In compliance with DepEd Order (DO) No. 8, s. 2013 this advisory is issued not for endorsement per DO 28, s. 2001, but only for the information of DepEd officials, personnel/staff, as well as the concerned public.  
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**ADVISORY ON THE CONDUCT REGIONAL SEMINAR-  
WORKSHOP ON THE PREPARATION AND CONSOLIDATION  
OF CY 2023 MID-YEAR FINANCIAL REPORTS**

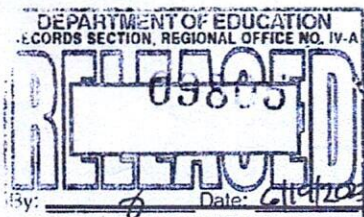
With reference to Regional Memorandum No. 329, s. 2023 dated June 14, 2023, the venue for the Regional Seminar-Workshop on the Preparation and Consolidation of CY 2023 Financial Reports is Hertz Hotel and Resort, Tagaytay City.

For the information and guidance of all concerned.



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



Finance-RM-2023-329

14 June 2023

**Regional Memorandum**

No.329 s.2023

**REGIONAL SEMINAR-WORKSHOP ON THE PREPARATION  
AND CONSOLIDATION OF CY 2023 MID-YEAR  
FINANCIAL REPORTS**

To **Schools Division Superintendents**

1. The Regional Office Finance Division will conduct the Regional Seminar-Workshop on the Preparation and Consolidation of Mid-Year Financial Reports on July 12-14, 2023 with Schools Division of Dasmariñas City as host. Venue to be announce on a separate advisory.
2. This activity aims to facilitate the following:
  - Preparation, review, reconciliation and consolidation of financial reports, budget and financial accountability reports and schedule of accounts;
  - Discussion of relevant issues and concerns brought about by recent issuances of DepEd;
  - Updates on the current issuances of DepEd for in the implementation of various programs, projects and activities;
3. Participants in this activity are the Schools Division Accountants, Budget Officers, selected preparers of the reports to be identified by the SDO and selected Finance Staff of the Regional Office.
4. Registration fee of Six Thousand Pesos (₱6,000.00) shall be charged for each participant chargeable against your respective support fund to the usual budgeting, accounting and auditing rules and regulations.
5. Participants must confirm their attendance by accomplishing the registration form through a link to be provided by the Host SDO.
6. For clarifications and other concerns, kindly coordinate with Ms. Laarni A. Evaristo, AO V, via email at [finance.calabarzon@deped.gov.ph](mailto:finance.calabarzon@deped.gov.ph).





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7. All Schools Division Offices are required to strictly comply with the submission of all reports on time. The deadline for the submission will be on July 14, 2023 to give enough time for RO validation and consolidation.
8. Immediate dissemination of this Memorandum is desired.

  
**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
Regional Director 

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