

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



Finance-RA-2023-122

September 26, 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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**CHANGE OF SCHEDULE OF THE FINANCE THIRD CLUSTER
COORDINATION MEETING WITH SENIOR BOOKEEPERS
OF SECONDARY SCHOOLS IMPLEMENTING UNITS**

Relative to Regional Memorandum No. 558, s. 2023 dated September 18, 2023, entitled Finance Third Cluster Coordination Meeting with Senior Bookkeepers of Secondary Schools Implementing Units, the conduct of said activity will be rescheduled due to the conflict of activities of the Finance personnel from the Schools Division Offices and Regional Office Proper. The new schedule and revised hosting of SDOs will be announced in the Finance Division and Schools Division Offices official Group Chat.

Further, the attendees will include Senior Bookkeepers of Secondary Schools Implementing Units, SDO Budget Officers and Accountants and Regional Office Finance Division selected personnel

Other provisions in the previous memorandum are still in effect except otherwise there are unexpected concerns from the Regional Office Finance Division.

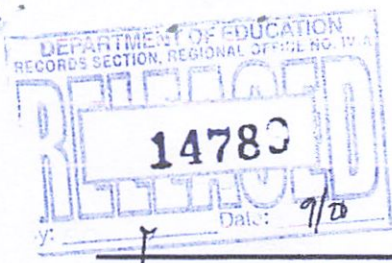
For the information and guidance of all concerned.



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Finance-RM-2023-558

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

18 September 2023

Regional Memorandum
No.558 s.2023

**FINANCE THIRD CLUSTER COORDINATION MEETING WITH
SENIOR BOOKKEEPERS OF SECONDARY
SCHOOLS IMPLEMENTING UNITS**

To **Schools Division Superintendents**

1. The Regional Office will conduct the Finance Third Cluster Coordination Meeting with Senior Bookkeepers of Secondary Schools Implementing Units on October 6, 9 and 11-13, 2023, the Host Schools Division Offices are indicated by Cluster as follows:

SDO	Date	Host SDO
Batangas Cluster	October, 6, 2023	SDO of Batangas City
Laguna Cluster	October 9, 2023	SDO of Laguna
Cavite Cluster	October 11, 2023	SDO of Bacoor City
Rizal Cluster	October 12, 2023	SDO of Rizal
Quezon Cluster	October 13, 2023	SDO of Tayabas City

2. The objectives of this activity are as follows:
 - Assess the 3rd quarter accomplishment reports of secondary schools implementing units both in budget and accounting;
 - Provide a mechanism for all implementing units to fast-track utilization of funds in preparation for 4th Quarter Accomplishment Report;
 - Updates on current finance issuances and policies and guidelines in processing finance-related transactions; and
 - Provide an opportunity to review and consider ways of addressing the gaps or overlaps encountered on the 1st to 2nd quarters of FY 2023.
3. Participants in this activity are the Senior Bookkeeper of Secondary Schools Implementing Units, SDO Budget Officers and Accountants of the Host SDO as members of the Technical Working Group and selected Regional Office Finance personnel.
4. A registration fee of One Thousand Two Hundred Pesos (P1,200.00) shall be charged for each participant chargeable against their respective local funds subject to the usual budgeting, accounting and auditing rules and regulations.




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5. Participants must confirm their attendance by accomplishing the registration form through a link to be provided by the Host SDO.
6. For other concerns or queries, please coordinate with Ms. Laarni A. Evaristo, Budget Section, Finance Division through email finance.calabarzon@deped.gov.ph.
7. Please be guided accordingly.
8. For compliance.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director 