

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



QAD-RM-2024-693

01 October 2024

**Regional Memorandum**  
 No. 693 s. 2024

**QUARTERLY SUBMISSION OF BUDGET ACCOUNTABILITY  
 REPORT (BAR NO. 1 – PHYSICAL REPORT OF OPERATION)  
 FOR FISCAL YEAR 2024**

To **Schools Division Superintendents**

1. With reference to DBM & COA Joint Circular No. 2019-1 dated January 1, 2019, on the “Updated Guidelines on Budget and Financial Accountability Reports (BFARs) Starting FY 2019”, all agencies are mandated to regularly submit their Budget Accountability Report (BAR No. 1 - Physical Report of Operation) to oversight agencies after the end of each quarter.
2. Anent to this, all schools division offices are hereby directed to submit their quarterly accomplished report to this Office on the following scheduled dates:

FY 2024 Reports	Due dates of Submission
1 <sup>st</sup> Quarter BAR 1	April 8, 2024
2 <sup>nd</sup> Quarter BAR 1	July 5, 2024
3 <sup>rd</sup> Quarter BAR 1	October 7, 2024
4 <sup>th</sup> Quarter BAR 1	January 6, 2025

3. The report shall be accomplished through the collaboration of M&E Focal Person and Planning Officer in coordination with the Budget Officer and other concerned focal persons.
4. For easy access, tracking, and validation, an excel file and signed copies of the accomplished reports shall be sent via email through [qad.calabarzon@deped.gov.ph](mailto:qad.calabarzon@deped.gov.ph) cc. [jeff.ditablan01@deped.gov.ph](mailto:jeff.ditablan01@deped.gov.ph) on or before the deadline set for each quarter.

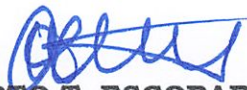




Address: Gate 2, Karangalan Village, Cainta, Rizal  
 Telephone No.: 02-8682-2114  
 Email Address: [region4a@deped.gov.ph](mailto:region4a@deped.gov.ph)  
 Website: [depedcalabarzon.ph](http://depedcalabarzon.ph)



Certificate No. PHP QMS  
 22 93 0085

5. For queries and other related concerns, please contact Jeffrie F. Ditablan at (02)8682-2114/09169541154/09460063444.
6. Immediate and widest dissemination of this memorandum is desired.

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


05/ROQ7