



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





23 December 2024

Regional Memorandum
No.909 s.2024

**HOSTING OF THE 38th NATIONAL SEMINAR-WORKSHOP ON
THE PREPARATION AND CONSOLIDATION OF CY 2024
YEAR-END FINANCIAL REPORTS**

To **Schools Division Superintendents**

- In reference to the letter of USEC ANNALYN M. SEVILLA, Undersecretary for Finance dated November 12, 2024 informing the undersigned on the hosting of the 38th National Seminar/Workshop on the Consolidation of CY 2024 Year-End Financial Reports on January 28-31, 2025, please be informed that the Schools Division Office of Cavite Province will be the host of said major activity with the support of the Finance Division and all the Schools Division Offices of this region.
- The following are the assistance to be provided to the DepEd Central Office FS-Accounting Division and Budget Section:
 - SDOs Accountants and Budget Officers will take charge on the different Working Committees to be provided by the RO Finance Division;
 - Senior Bookkeepers/School Accountants/other Finance personnel will also assist the Host Division in coordination with their respective SDO Accountants and Budget Officers.
- The Host SDO will take charge of the virtual meeting/face-to-face (if necessary) for the successful conduct of this activity.
- For other concerns or queries, please coordinate with Ms. Laarni A. Evaristo of the Finance Division, Budget Section thru contact no. (02)8637-4214.
- Please be guided accordingly.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director 

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