



February 27, 2019

REGIONAL MEMORANDUM

No. 099, s. 2019

FY 2019 1st Quarter Full-Time Delivery Unit (FDU) Meeting

To: **Schools Division Superintendents
This Region**

1. This pertains to the communication from DBM Regional Director Gary R. Martel, CPA, MPA, CESO III dated February 20, 2019 on the conduct of FY 2019 1st Quarter Full-time Delivery Unit meeting on February 28, 2019, 9:00 – 12:00 noon at Surigao Del Norte Training Center, Surigao City, hosted by Surigao Del Norte Division. For the agenda of said meeting, please refer to the attached communication letter from DBM.
2. Participants to this activity are the Regional and Division FDU Team composed of Schools Division Superintendents, Budget Officers, Accountants, Planning Officers and Personnel Officers.
3. Transportation and other incidental expenses are chargeable against local funds subject to the usual accounting and auditing rules and regulations.
4. Immediate dissemination and compliance of this memorandum is hereby directed.


FRANCIS CESAR B. BRINGAS, CESO V
OIC – Regional Director

FD/fla/egc
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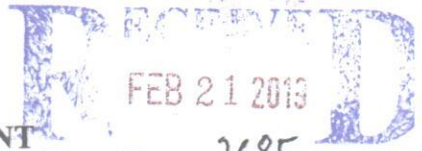


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REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGIONAL OFFICE NO. XIII (CARAGA), BUTUAN CITY

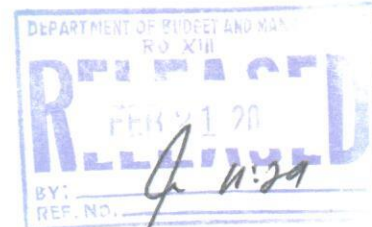
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by: *[Signature]*

February 20, 2019

FRANCIS CESAR B. BRINGAS, CESO V
OIC - Regional Director
Department of Education
Regional Office XIII
Butuan City



Dear *Director Bringas*:

We wish to inform you that our FY 2019 1st Quarter Full-time Delivery Unit (FDU) meeting is on February 28, 2019, 9:00 - 12:00 noon in Surigao City. The venue of the meeting will be announced and coordinated later by the host Division Office.

Below are our proposed agenda of the meeting:

1. Presentation of the Agency's Physical Report of Operations (Target vs Accomplishment per FY 2018 GAA) and Budget Utilization Rate (BUR) as of December 31, 2018;
2. Discussion on latest issuances:
 - a. COA-DBM-DepEd Joint Circular (JC) No. 2019-1 dated February 4, 2019, re: Management of Cash Advances to DepEd Non-Implementing Units (Non-IUs) for School Maintenance and Other Operating Expenses (MOOE) and Program Funds
 - b. DBM Circular Letter (CL) No. 2018-13 dated November 22, 2018, re: Guideline on the Conduct of Agency Performance Reviews (APRs) and Evaluation Thereof Effective FY 2018 Onwards
3. Presentation/Reminders on the following:
 - a. Status of submission of Budget and Financial Accountability Reports (BFARs) and Budget Execution Documents (BEDs) in the Unified Reporting System (URS)
 - b. Submission of request for ERF, Conversion to MT Positions, and Reclassification of Positions
4. Presentation of SOAR or the Strengthening Operating Units through Accurate Reporting Project of DBM XIII;
5. DepEd concern/s; and
6. Other Matters.

We enjoined the presence of your FDU Team, as well as the participation of the Schools Division Superintendents and their Budget Officers, Accountants, Planning Officers and Personnel Officers in the aforementioned meeting.

For the details, you may contact any of our technical staff at telephone numbers 342-1227, 342-8977 or 341-5932. We hope to see you then.

Thank you.

Very truly yours,

[Signature]
GARY R. MARTEL, CPA, MPA, CESO III
Regional Director *[Initials]*