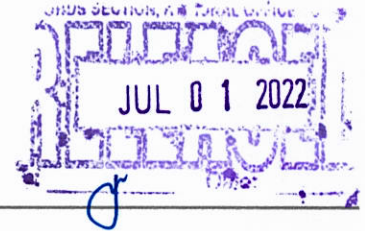




Republic of the Philippines
Department of Education
CARAGA REGION



June 30, 2022

REGIONAL MEMORANDUM
No. 0567, s. 2022

To: SCHOOLS DIVISION SUPERINTENDENTS
DIVISION ACCOUNTANT
DIVISION BUDGET OFFICER
REGIONAL OFFICE FINANCE PERSONNEL
This Region

**CY 2022 MID-YEAR SEMINAR/WORKSHOP ON THE RECONCILIATION,
PREPARATION AND CONSOLIDATION OF FINANCIAL REPORTS**

1. In line with the forthcoming (Face to Face) National Seminar Workshop on the Preparation and Reconciliation of CY 2022 Mid-Year Financial Reports on July 18-22, 2022 hosted by DepEd-Region XI (Davao City), this region will conduct a 2-day seminar/workshop on the Reconciliation, Preparation and Consolidation of CY 2022 Mid-Year Financial Reports on **July 13-14, 2022** via **MS Teams**.
2. The seminar/workshop aims to facilitate the following activities:
 - a. Reconciliation, preparation, review and consolidation of financial reports, budget and financial accountability reports, and schedule of accounts;
 - b. Updates on the resolution of major COA audit findings and recommendations (FY 2021 and Prior Years);
 - c. Presentation and discussion of relevant issues and concerns associated with financial management brought about by recent issuances of Department and oversight agencies;
 - d. Serve as an avenue where knowledge, experience and ideas can come together and be shared among those involved in the management of financial resources for efficient implementation of DepEd programs and projects with the Department of Budget and Management (DBM);
3. The participants to this 2-day seminar/workshop are the following:
 - a. Division Accountant;
 - b. Division Budget Officer;
 - c. Three finance staffs from each division; and
 - d. Regional Office Finance personnel
4. The identified participants are required to confirm their attendance on or before July 8, 2022, Monday through the link **<https://tinyurl.com/29fbfp2a>**.



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5. The participants are advised to log-in/join the virtual meeting room **DepEd Caraga Finance**.
6. All Divisions are required to **strictly comply** with the submission of all reports on time. The deadline for the submission will be on **July 15, 2022, 5:00 PM**. Please refer to the attached list of reports to be submitted.
7. Regional Office participants will be provided with meals (lunch) and snacks (AM & PM) chargeable against Finance Division MOOE funds subject to the usual accounting and auditing rules and regulations.
8. Immediate dissemination of this memorandum is desired.


MA. GEMMA MERCADO - LEDESMA
Director IV
Regional Director

Encls.: List of Financial Reports
Reference: Unnumbered DepEd Memorandum
To be indicated in the Perpetual Index
under the following subjects:

FINANCIAL REPORTS SEMINAR WORKSHOP

FD/enn
06/30/2022