



Republic of the Philippines  
**Department of Education**  
CARAGA REGION



May 14, 2024

REGIONAL MEMORANDUM  
No. 0454, s. 2024

To: SCHOOLS DIVISION SUPERINTENDENTS  
This Region

**FY 2024 2<sup>nd</sup> QUARTER DEPED-DBM FULL-TIME DELIVERY  
UNIT (FDU) MEETING**

1. This pertains to the communication from DBM Regional Director Maria Fe D. Jagna, CESO IV, dated May 6, 2024, on the conduct of FY 2024 2<sup>nd</sup> Quarter Full-Time Delivery Unit (FDU) Meeting on May 16, 2024 (Thursday), 1:00pm at Silver Hall, DepEd Caraga Regional Office, J. Rosales Avenue, Butuan City. For SDO participants please register through this link <https://tinyurl.com/FY20242ndQFDUMeeting>.

2. Below are the proposed agenda:

2.1 Presentation of the Agency's Physical Report of Operations (Target vs Accomplishment) and Budget Utilization Rate (BUR) as of December 31, 2023 and March 31, 2024;

2.2 Inventory of 1<sup>st</sup> Quarter Accountability Reports;

2.3 Inventory of FY 2023 Pasidungog Program;

2.4 Issues and Concerns in P/A/P implementation and budget utilization; and

2.5 Other Matters

For Agenda No. 2.5 above, issues and concerns should be forwarded to DBM RO XIII 2 days before the meeting through the link <https://tinyurl.com/y8wvwp45>

3. Participants of this activity are the Regional and Division FDU Teams composed of Schools Division Superintendents, Budget Officers, Accountants, Planning Officers, CID and SGOD Chiefs (6pax per DO x 12 = 72 pax plus 18 RO FDU Team composed of RD, ARD, SDS, OIC Chief-FD, Accountant/s, Budget Officer/s, FD Staff, Chiefs of PPRD, ASD, CLMD, ESSD, FTAD and HRDD, QAD Personnel, Administrative Officer V (HRMO III) and ICT personnel.



Address: J.P. Rosales Avenue, Butuan City  
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Email: [caraga@deped.gov.ph](mailto:caraga@deped.gov.ph)  
Website: <https://caraga.deped.gov.ph/>



2024-05-07573

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| Effectivity    | 02.01.23    | Page | 1 of 2 |

4. Immediate dissemination and compliance of this memorandum is hereby directed.

**MARIA INES C. ASUNCION**  
Director III  
Officer-In-Charge  
Office of the Regional Director

BY THE AUTHORITY OF THE REGIONAL DIRECTOR

  
**JOEL B. ROSALES**  
Chief Administrative Officer, ASD

Encls.: DBM letter dated May 6, 2024

Reference: NONE

To be indicated in the Perpetual Index  
under the following subjects:

FDU

MEETING

QUARTERLY

FIN/atb  
05/14/2024



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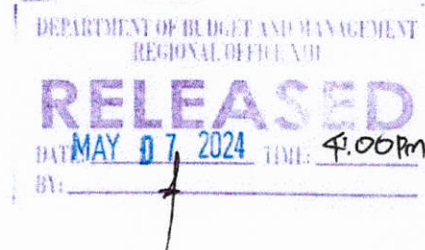
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REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
REGIONAL OFFICE XIII, BUTUAN CITY

May 6, 2024

**MARIA INES C. ASUNCION**  
Regional Director  
Department of Education  
Regional Office XIII



Dear **Director Asuncion**:

Greetings of peace and good health!

The DBM and DepEd ROs XIII FY 2024 2<sup>nd</sup> Quarter Full-time Delivery Unit (FDU) meeting is on May 22, 2024 (Wednesday) at 9:00 AM – 12:00 NN. Venue to be announced later.

Below are our proposed agenda:

1. Presentation of the Agency's Physical Report of Operations (Target vs. Accomplishment) and Budget Utilization Rate (BUR) as of the following periods:
  - 1.1 December 31, 2023 and;
  - 1.2 March 31, 2024
2. Inventory of First Quarter Accountability Reports;
3. FY 2023 Pasidungog Program;
4. Issues and concerns in P/A/P implementation and budget utilization; and
5. Other matters.

For agenda item no. 4 above, this is to request the submission of your issues and concerns two (2) days before the meeting through the link <https://tinyurl.com/y8wwwp45> so it can be provided with an advance response or action, or coordination with the Central Office, if needed.

Your presence and that of the members of your FDU team in the subject meeting is highly encouraged.

For more details, kindly contact Ms. Kristina Mae A. Colmenares or any of the DBM Caraga technical staff at telephone number (085) 817-1600.

Thank you.

Very truly yours,

  
**MARIA FE D. JAGNA, CESO IV**  
Regional Director

Jose P. Rosales Avenue, Butuan City  
(085) 817-1600 | [www.dbm.gov.ph](http://www.dbm.gov.ph)

DTB NO. 2024-05-07284



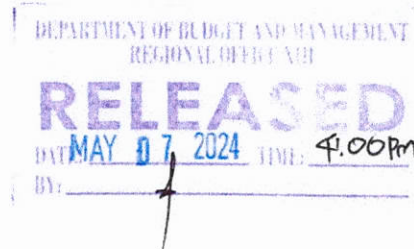


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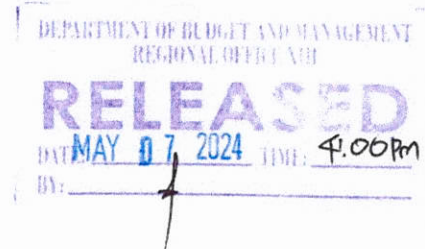


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