



Republic of the Philippines
Department of Education
CARAGA REGION

JUNE 22, 2026

REGIONAL MEMORANDUM

No. 0568, s. 2026

To: Schools Division Superintendents
Division Accountants
Division Budget Officers
Regional Office Finance Personnel
All Others Concerned

CY 2026 MID-YEAR SEMINAR/WORKSHOP ON THE PREPARATION AND
CONSOLIDATION OF FINANCIAL REPORTS

1. In line with the 19th National Seminar/Workshop on the Consolidation of Mid-year Financial Reports (CY 2026), this Office will conduct the Seminar/Workshop on the Preparation and Consolidation of Financial Reports, hosted by the Finance Division of the Regional Office, on July 8–10, 2026, inclusive of travel time, at Nickel Hall, DepEd RELC-NEAP, J. Rosales Avenue, Butuan City, Agusan del Norte.

2. The workshop aims to:

- a. facilitate the preparation, review, and consolidation of financial reports, budget and financial accountability reports, and schedule of accounts;
- b. provide updates on the resolution of major Commission on Audit (COA) audit findings and recommendations for FY 2025 and prior years;
- c. present and discuss relevant issues and concerns in fiscal management brought about by recent issuances of DepEd and oversight agencies; and
- d. serve as a venue for sharing knowledge, experiences, and insights among finance personnel to enhance effective management of financial resources and ensure the efficient implementation of DepEd programs and projects, in coordination with the Department of Budget and Management (DBM).

3. The participants in this Seminar/Workshop are as follows:

- a. Division Accountants;
- b. Division Budget Officers;
- c. Three finance staff from each division, and
- d. Regional office Finance personnel

4. All divisions are required to **strictly comply** with the submission of all reports within the prescribed deadlines:

- FARS 1, 1A, 1B, 4 – on or before July 10, 2026
- FARS 5, 6 – on or before July 15, 2026
- Other financial reports – on or before July 21, 2026

5. Immediate dissemination of this memorandum is desired.

MARIA INES C. ASUNCION

Director IV 
Regional Director

FIN/atb
06/18/2026