



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE-CARAGA

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REGIONAL MEMORANDUM

No. 0616, s. 2025

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

**CY 2025 MID-YEAR SEMINAR/WORKSHOP ON THE PREPARATION AND
CONSOLIDATION OF FINANCIAL REPORTS**

1. In line with the following 43rd National Seminar/Workshop on the Consolidation of Mid-year Financial Reports (CY 2025), this region will conduct a seminar/workshop on the Preparation and Consolidation of Financial Reports, hosted by Siargao Division on July 1-4, 2025 (inclusive of travel time), at Langojon Resort, General Luna, Surigao del Norte.

2. The workshop aims to:

- facilitate the preparation, review, and consolidation of financial reports, budget and financial accountability reports, and schedule of accounts;
- provide updates on the resolution of major COA audit findings and recommendations (FY 2024 and prior years);
- present and discuss relevant issues and concerns in fiscal management brought about by recent issuance of DepEd and oversight agencies;
- serve as a venue for sharing knowledge, experience, and insights among finance personnel to enhance effective management of financial resources and ensure 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 the following:

- Division Accountants
- Division Budget Officers
- Three finance staff from each division, and
- 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 5, 2025



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- FARS 5, 6 – on or before July 15, 2025
- Other financial reports – on or before July 18, 2025

5. Immediate dissemination of this memorandum is desired.


MARIA INES C. ASUNCION
 Director IV
 Regional Director

Encl.: None

Reference: None

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

FINANCIAL REPORTS SEMINAR-WORKSHOP

FIN/atb
06/18/2025