



Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
No. **1275** s. 2024

To: Schools Division Superintendents
All Others Concerned

FY 2024 4th QUARTER FULL-TIME DELIVERY UNIT (FDU) MEETING

1. This is in reference to the communication from DBM Regional Director Maria Fe D. Jagna, CESO IV, dated November 13, 2024, regarding the conduct of FY 2024 4th Quarter Full-Time Delivery Unit (FDU) Meeting on November 28, 2024 (Thursday) at 1:00 pm to 5:00 pm, hosted by Agusan del Norte Division. The venue will be announced.

2. Below are the proposed agenda:

- a. Presentation of the Agency's Physical Report of Operations (Target vs Accomplishment per FY 2024 GAA) and Budget Utilization Rate (BUR) as of September 30, 2024;
- b. Inventory of 3rd Quarter Accountability Reports;
- c. Reiteration of Circular Letter No. 2022-14 dated October 28, 2022;
- d. Discussion of issues and concerns in P/A/P implementation and budget utilization (to be submitted to DBM RO XIII 2 days before the meeting via this link <https://tinyurl.com/286884w4>);
- e. Other Matters.

3. Participants for this activity are the Regional and Division FDU Teams, composed of Schools Division Superintendents (SDS), Accountants, Budget Officers, Planning Officers, CID and SGOD Chiefs (6pax per DO x 12 = 72 pax) plus 18 RO FDU Team composed of RD, ARD, OIC Chief-FD, Accountant, Budget Officer, Chiefs of ASD, PPRD, CLMD, HRDD, QAD, FTAD and ESSD, Administrative Officer V (HRMO III)/Personnel Officer, Planning Officer, QAD personnel, Engineer, and Secretariat (2). (Total Participants: 72 Division Team Members + 18 Regional Team Members = 90 participants)

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

Encl.:

Reference: DBM Letter

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

CONFERENCES MEETING

FIN/atb
11/18/2024



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2024-11-19210

Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	1 of 1

