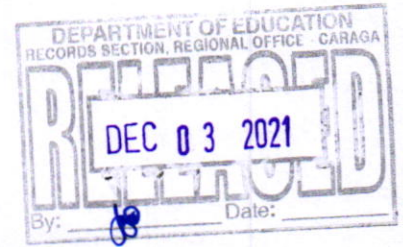




Republic of the Philippines
Department of Education
CARAGA REGION



December 2, 2021

REGIONAL MEMORANDUM
No. 988, s. 2021

To: SCHOOLS DIVISION SUPERINTENDENT
This Regional Office

FY 2021 4th QUARTER FULL-TIME DELIVERY UNIT (FDU) MEETING

1. This pertains to the communication from DBM Regional Director Maria Fe D. Jagna, received December 2, 2021, on the conduct of FY 2021 4th Quarter Full-Time Delivery Unit Meeting on December 7, 2021 (Tuesday), 1:00pm via Teleconference.

2. Below are the proposed agenda:

2.1 Presentation of the Agency's Physical Report of Operations (Target vs Accomplishment per FY 2020 GAA) and Budget Utilization Rate (BUR) as of September 31, 2021;

2.2 Inventory of 3rd Quarter Accountability Reports;

2.3 Submission of FY 2022 Budget Execution Documents;

2.4 Status of the Release of PS Deficiencies.

2.5 Status of CTI Positions.

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

2.7 Other Matters

For Agenda No. 2.6 above, Issues and concerns should be submitted two (2) days before the meeting.

3. Participants of this activity are the Regional and Division FDU Teams composed of Schools Division Superintendents, Budget Officers, Accountants, Planning Officers, Personnel Officers, CID & SGOD Chiefs (7pax per DO x 12 = 84 pax plus 16 RO FDU Team) and RO FDU Team composed of RD, ARD, CAO-FD, SAO-FD, Accountant III, BO III, CAO-FD Staff, Chiefs of PPRD, ASD, CLMD, ESSD and HRDD, PO III, HRMO III, Personnel and ICT.

4. Participants may access <https://meet.google.com/mpj-anxc-oap> for attendance. The meeting link will be then provided after confirmation of attendance.



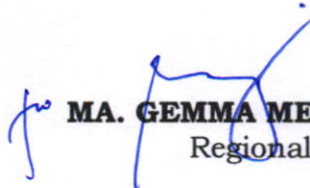
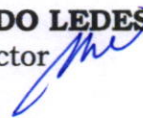
Address: J.P. Rosales Avenue,
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Trunkline No: (085) 342-8207
Telefax No: (085) 342-5969
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5. Immediate dissemination and compliance of this memorandum is hereby directed.

 **MA. GEMMA MERCADO LEDESMA**
Regional Director 

Encls.: DBM letter dated December 2, 2021

Reference: NONE

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

FDU

MEETING

QUARTERLY

FD/atb
12/02/2021

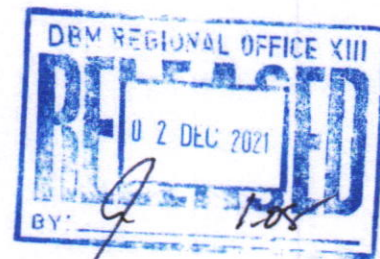


REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGIONAL OFFICE XIII, BUTUAN CITY

November 29, 2021

MS. MA. GEMMA M. LEDESMA, CESO V

Regional Director
Department of Education
Regional Office XIII
Butuan City



Dear **Director Ledesma**:

Greetings of peace and good health!

The FY 2021 4th Quarter Full-time Delivery Unit (FDU) meeting is scheduled on **December 7, 2021 (Tuesday) at 1:00 PM** via **teleconference**. You may access <https://meet.google.com/mpj-anxc-oap> for your attendance. The meeting link will be given after confirmation of your attendance.

Below are our proposed agenda:

1. Presentation of the Agency's Physical Report of Operations (Target vs. Accomplishment per FY 2020 GAA) and Budget Utilization Rate (BUR) as of September 31, 2021;
2. Inventory of 3rd Quarter Accountability Reports;
3. Submission of the FY 2022 Budget Execution Documents;
4. Status of the Release of PS Deficiencies;
5. Status of CTI Positions;
6. Issues and concerns in P/A/P implementation and budget utilization; and
7. Other matters.

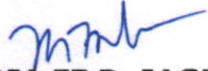
For agenda item no. 6 above, may we request the submission of your issues and concerns two (2) days before the meeting so we can provide advance response and action on the matter or coordination with our central office, if needed.

We enjoined your presence and the members of your FDU team, including your HR Personnel, in the meeting. A google link for the evaluation of activity will be provided after the meeting which shall be accomplished by the attendees as requisite to the issuance of electronic certificate of attendance.

For the details, you may contact any of our technical staff at telephone numbers 342-1227, 342-8977 or 341-5932. We hope to see you then.

Thank you.

Very truly yours,



MARIA FE D. JAGNA, CESO IV
Regional Director