



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

January 5, 2022

REGIONAL MEMORANDUM

No. **008**, s. 2022

**UPDATES ON THE CONDUCT OF THE REGIONAL SEMINAR/WORKSHOP ON THE
PREPARATION, RECONCILIATION AND SUBMISSION OF CY 2021 YEAR-END
FINANCIAL REPORTS**

To: Schools Division Superintendents
All Others Concerned

1. This Office, through the Finance Division, hereby announces that the conduct of the Regional Seminar/Workshop on the Preparation, Reconciliation and Submission of CY 2021 Year-End Financial Reports shall be done **virtually** on **January 11-13, 2022**. The link shall be posted through the Finance Group FB page one day before the conduct of the activity.
2. The Host Division shall facilitate the conduct of the Virtual Activity and is hereby advised to coordinate with RO-FD on relevant matters pertaining thereto.
3. It is further advised that the Schools Division Office (SDO) participants, including its Implementing Units (IUs) may convene in one venue to provide a participative discussion of important program implementation issues and concerns and appropriate actions to address them.
4. No registration fees shall be collected from the participants. As such, meals and appropriate incidental expenses may be provided to each participant, charged to the respective MOOE/local funds of the participants, subject to the usual accounting and auditing rules and procedures.
4. Further, all concerned are hereby directed to strictly comply with the Inter-Agency Task Force (IATF) and applicable safety measures and protocols appropriate thereto.
5. Submission of SDO Consolidated Financial and Budgetary Reports shall be **January 13, 2022 at 9 PM**. Inquiries and clarifications may be sent through the Finance Group FB page.



6. Immediate dissemination of and strict compliance with this Memorandum are desired.

for: mmif
EVELYN R. FETALVERO
Regional Director *C*

Enclosures: None

References: None

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

FINANCE GROUP

SEMINAR/WORKSHOP

YEAR-END WORKSHOP

FD-GJF

