



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

November 13, 2023

REGIONAL MEMORANDUM

No. **1244** s.2023

**UPDATES ON THE CONDUCT OF THE REGIONAL SEMINAR/WORKSHOP ON
THE PREPARATION, RECONCILIATION, AND SUBMISSION OF
CY 2023 YEAR-END FINANCIAL REPORTS**

To: Schools Division Superintendents
Regional Office Division Chiefs
All Others Concerned

1. This Office, through the Finance Division, hereby announces that the Schools Division Offices may add participants to the workshop who shall assist the Budget Officer and Accountant in the preparation and submission of the Consolidated CY 2023 Year-End Financial Reports (accounting and budgetary reports) required in the workshop, provided, the increase in the number of participants is promptly coordinated with the host division and shall be subjected to the payment of the appropriate seminar fees for inclusion in their procurement process.
2. Moreover, the first meal is adjusted to PM snacks on January 8, 2024, and the last meal shall be lunch on January 12, 2024.
3. Other provisions of RM No. 1182, s. 2023, consistent with this memorandum shall remain in force and effect.
4. Immediate dissemination of this memorandum is desired.

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EVELYN R. FETALVERO, CESO IV
Regional Director *h*

Enclosures: None

References: As stated

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

FINANCE GROUP SEMINAR/WORKSHOP YEAR-END

FD-GJF

