



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

April 15, 2024

REGIONAL MEMORANDUM

No. **435** s. 2024

**PLANNING CONFERENCE FOR THE HOSTING OF THE NATIONAL WORKSHOP
 ON THE PREPARATION AND SUBMISSION OF CALENDAR YEAR (CY) 2024
 MID-YEAR FINANCIAL REPORTS**

To: Schools Division Superintendents
 All Others Concerned

1. This year's National Workshop on the Preparation and Submission of Calendar Year (CY) 2024 Mid-Year Financial Reports shall be hosted by DepEd Region VIII. As part of the preparation for this hosting, this Office shall hold a Planning Conference on May 2-3, 2024 at the RNEAP.
2. The planning conference aims to discuss the necessary preparations for the activity.
3. The participants in this conference are the Schools Division Office (SDO) Accountants, Budget Officers, and the RO FD personnel.
4. Meals and accommodation shall be provided to the participants charged against the FD-RO Funds, while travel expenses shall be charged to the participants' MOOE subject to existing COA rules and regulations.
5. Immediate dissemination of and compliance with this Memorandum are desired.

RONEL AL K. FIRMO
 Director III
 Officer-in-Charge
 Office of the Regional Director

Enclosures: None

References: None

To be indicated in the Perpetual Index under the following subjects

CONFERENCE FINANCE GROUP

FD-GJF

