



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

December 3, 2024

**REGIONAL MEMORANDUM**  
No. **1553** s. 2024

**QUARTER 4 FINANCE GROUP VIRTUAL CONFERENCE**

To: Schools Division Superintendents  
All Others Concerned

1. This Office, through the Finance Division, shall hold its Quarter 4 Finance Group Virtual Conference on December 16, 2024, from 8:00 a.m. to 5:00 p.m. The link shall be posted through the Finance Group FB page before the start of the activity.
2. The activity aims to discuss the following:
  - a. Status of Opening of Bank Accounts of the Schools Division Offices;
  - b. Preparation of the Consolidated Report of revenue (FAR 5);
  - c. Personal Services (PS) Deficiency;
  - d. Updates on the Agency Action Plan and Status of Implementation (AAPSI);
  - e. Regional Year-End Updates; and
  - f. Other matters
3. The participants in this conference are the Schools Division Office (SDO) Accountants, Budget Officers, SDO accounting staff in charge of the reports, Implementing Unit (IU) Bookkeepers/Accountants, and RO FD personnel.
4. Immediate dissemination of and strict compliance with this Memorandum are desired.

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**EVELYN R. FETALVERO, CESO III**  
Regional Director *ai*

Enclosures: None  
References: None

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

CONFERENCE FINANCE GROUP VIRTUAL

FD-GJF



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