



Republic of the Philippines
Department of Education
REGION I

REGIONAL MEMORANDUM

No. 0005, s. 2024

JAN 03 2024

YEAR-END FINALIZATION AND SUBMISSION OF FY 2023
BUDGET AND FINANCIAL ACCOUNTABILITY REPORTS

To: Schools Division Superintendents
SDO Accountants and Budget Officers
School Accountants/Bookkeepers
All Others Concerned

1. This Office through the Finance Division will be conducting the Year-end Finalization and Submission of FY 2023 Budget and Financial Accountability Reports on **January 10 - January 12, 2024** (venue to be announced later), inclusive of travel time.
2. The objectives of this activity are to:
 - Facilitate the review, preparation and consolidation of financial reports, budget, and financial accountability reports
 - Monitor and evaluate the financial performance of Regional Office (RO) and Schools Division Offices (SDOs)
3. The participants are the following:
 - a) RO Finance Staff
 - b) SDO Accountants and Budget Officers
 - c) Accountants/Bookkeepers of the Implementing Units (IUs)
4. Names of participants should be submitted **on or before January 8, 2024** thru this link: <https://shorturl.at/qvJK4>.
5. Immediate dissemination of this memorandum is desired.



TOLENTINO G. AQUINO
Director IV

Encl.: None
Reference: None
To be indicated in the Perpetual Index
under the following subjects:

FUNDS REPORTS



FD/mgc/RM_YearendFinalizationandSubmissionofFY2023BudgetandFinancialAccountabilityReports
FD24001/January 3, 2024



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