



Republic of the Philippines
Department of Education

REGION I
SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM
No. **429** s. 2025

01 JUL 2025

**MEETING AND WORKSHOP ON CY 2025 MIDYEAR AND
SUBMISSION OF FY 2025 BUDGET AND FINANCIAL
ACCOUNTABILITY REPORTS**

To: School Head of Implementing Units (IUs)
All Others Concerned

1. In line with the Preparation and Submission of CY 2025 MidYear Financial Reports, please advise your bookkeeper in charge in the preparation of budget and financial accountability reports (BMS and EFRS) to attend the meeting-workshop on 9-11 July 2025, 9:00AM at Schools Division Office Accounting/Budget Room.
2. Employees concerned shall be entitled to Compensatory Time-Off per CSC and DBM Joint Circular No. 2, s. 2004.
3. Attached is Regional Memorandum No. 806, s. 2025.
4. For information and guidance.


ANSELMO R. ALUDINO
Schools Division Superintendent

Encl.: None
Reference: Regional Memorandum No. 806, s. 2025
To be included in the Perpetual Index
Under the following subject:

MEETING WORKSHOP

JCB/Meeting and workshop on Preparation and Submission of MidYear Reporting 2025



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Republic of the Philippines
Department of Education
REGION I



REGIONAL MEMORANDUM

No. 806, s. 2025

**MEETING FOR THE PRESENTATION OF STATUS OF FUNDS,
PROVISION OF BUDGETARY AND ACCOUNTING UPDATES,
AND DISCUSSION OF ISSUES AND CONCERNS**

To: Schools Division Superintendents

1. There will be a meeting for the Presentation of Status of Funds, Provision of Budgetary and Accounting Updates, and Discussion of Issues and Concerns on July 14-15, 2025, 8:00 AM at NEAP Region 1 Hall, San Vicente, City of San Fernando, La Union.
2. Objectives are as follows:
 - a. To monitor the status of funds of Schools Division Offices (SDOs);
 - b. Facilitate the review, preparation, and consolidation of Financial Reports, Budget, Financial Accountability Reports and schedule of accounts; and
 - c. Keep the participants abreast of the relevant issues and concerns associated with Financial Management brought about by recent issuances of Department and Oversight Agencies.
3. The participants are the following:
 - a. Finance Staff of the Regional Office; and
 - b. SDO Accountants and Budget Officers.
4. The first meal to be served is breakfast on Day 1 and the last meal is dinner on Day 2.
5. Travelling expenses of participants shall be charged against respective local funds.
6. For dissemination and information.


TOLENTINO G. AQUINO
Director IV

Encl.: None
Reference: None

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

MEETING FUNDS

FD/ass/RM_ Meeting for the Presentation of Status of Funds,
Provision of Budgetary and Accounting Updates,
and Discussion of Issues and Concerns
FIN012/June 23, 2025

