



December 4, 2019



REGIONAL MEMORANDUM

No. 89, s. 2019

CY 2019 RECONCILIATION WORKSHOP AND FUNCTION REVIEW OF FINANCE POSITIONS

**TO: Schools Division Superintendents
Division Accountants and Budget Officers
Regional Office - Finance Division
All Other Concerned
This Region**

1. The DepEd Caraga Region, Finance Division will conduct the CY 2019 Reconciliation Workshop and Function Review of Finance Positions on December 18-20, 2019, venue to be announced later.
2. The workshop aims to facilitate the following activities:
 - Reconcile the CY 2019 financial records (allotments received, beginning balances, reciprocal accounts, etc.);
 - Updates on the Resolution of major COA audit findings and recommendations (FY 2018 & Prior Years);
 - Discuss the uniform implementation of procedures and policies;
 - Serve as an avenue where knowledge, experiences and ideas can come together and be shared among those involved in the management of financial resources for efficient implementation of DepEd programs and projects with the Department of Budget and Management (DBM);
 - Address other issues and concerns relative to improvement of financial management of the region; and
 - Address gender issues on multiple burdens of single, married, wives, husbands, Sr. Citizens in the finance workplace.
3. The Participants are the following:
 - a. Division Accountant
 - b. Division Budget Officer
 - c. 3 Finance Staffs per Division (only 2 for Cabadbaran City & Tandag City Divisions)
 - d. Finance personnel of the Region
4. Expenses of the regional office participants shall be charged against RO-GAS funds.
5. Travelling expenses of the Division Office participants shall be charged against their respective local funds.
6. Wide dissemination of this memorandum is desired.


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OIC – Office of the Regional Director

FD/enn/atb
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