



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

February 5, 2024

REGION MEMORANDUM
QAD-2024-004

**WORKSHOP ON THE PREPARATION AND CONSOLIDATION OF QUARTER 1
BUDGET ACCOUNTABILITY REPORT-1 FOR FY 2024**

To: Schools Division Superintendents

- To ensure prompt submission of the Budget Accountability Report (BAR)-1 for Quarter 1 – FY 2024, a workshop on the preparation and consolidation is set for **March 21-23, 2024**. This will be hosted by SDO-Sarangani at the venue within Region 12.
- The activity aims to:
 - Consolidate the SDO's physical report of operations for Q1 CY 2024
 - Discuss the method and schedule of data collection for CY 2024
 - Address issues relative to monitoring and evaluation of programs, projects, and activities in the region.
- Expected to attend are:

Governance Level	Position/Designation	Total Number
RO	QAD-CES (1), EPS (5), ADAS1 (1), PPRD-EPS (1) and PO III (1)	9
SDO	SEPS SMME (1) and EPS II (1)	16

- Food and accommodation of participants shall be chargeable against Regional MOOE (QAD-WFP), while travel, transportation, and other expenses can be charged against respective local funds, all subject to accounting and auditing rules and procedures.
- The first meal to be served is morning snacks on March 21, 2024, and the last meal will be breakfast on March 22, 2024.
- Enclosed is the indicative program of activities for guidance.
- All concerned can contact Norman S. Valeroso via email at norman.valeroso@deped.gov.ph or thru (083) 228-1896 should there be further queries.
- For information and compliance.


CARLITO D. ROCAFORT
Director IV



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Enclosure: As stated

Reference: QAD OM, KRA

Allotment: None

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

BUDGET

MONITORING AND EVALUATION

REPORTS

WORKSHOPS

NFBII/ QAD/ RM/ WORKSHOP ON THE PREPARATION AND CONSOLIDATION OF BUDGET ACCOUNTABILITY
REPORT-1 FOR FISCAL YEAR 2024/004/February 5, 2024



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Enclosure to Region Memorandum QAD-2024-004

**WORKSHOP ON THE PREPARATION AND CONSOLIDATION OF BUDGET
ACCOUNTABILITY REPORT-1 FOR FISCAL YEAR 2024**

Schedule of Activities

TIME	ACTIVITY	PERSON RESPONSIBLE
DAY 1: March 21, 2024		
10:00-11:00 AM	Arrival/Registration of the Participants	QAD Personnel
11:01-12:00 NN	Opening Program Preliminaries Orientation on the Workshop	c/o SDO Sarangani Norman S. Valeroso QAD, EPS
LUNCH BREAK		
1:00-3:00 PM	Workshop Proper	SDO Participants
3:01-6:00 PM	Presentation of Outputs	SDO Participants
End of Day 1		
DAY 2: March 22, 2024		
8:00-8:15 AM	Preliminaries	c/o SDO Sarangani
8:16-9:00 AM	Continuation of Presentation of Outputs	SDO Participants
9:01-9:30 AM	Ways Forward and Closing Program	QAD Team