



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

March 4, 2024

REGION MEMORANDUM
FD-2024-006

**QUARTERLY REGIONAL WORKSHOP ON FAR 1 AND FAR 1A ALIGNMENT
AND RECONCILIATION FOR FY 2024**

To: Schools Division Superintendents

1. The DepEd Central Office took the initiative to introduce new strategies to consolidate the Financial Accountability Reports (FAR) Nos. 1 and 1-A which facilitated the timely submission of the agency's report to various oversight agencies.
2. To support such initiative and to align the regional consolidation with its activity, there shall be a **quarterly 3-day workshop** to be hosted by the divisions, to wit:

QUARTER -FY 2024	HOST SDO	INCLUSIVE DATES
First Quarter	Tacurong City	April 10-12, 2024
Second Quarter	Sarangani Division	July 10-12, 2024
Third Quarter	Kidapawan City Division	October 9-11, 2024
Fourth Quarter	South Cotabato Division	January 10-12, 2025

3. The following RO and SDO personnel are required to attend the 3-day regional workshop:

RO/SDO	Designation	No. of Attendees
Regional Office	Finance Division- CAO, SAO, AO V-, AO-IV, AO II	5
SDO	AO V (8) Budget Staff (9)	17
Host Division	Division Staff (2)	2
Total		24

4. Participants are required to bring laptops, extension wires and printers during the workshop.
5. For the first quarter, all division offices are required to strictly comply with the submission of FAR No. 1 not later than **April 12, 2024** using the prescribed template which will be forwarded during the training. Similarly, submission of the same for the succeeding quarters shall be done not later than the last day of the scheduled workshop.
6. Board and lodging, supplies and materials and other incidental expenses of the participants shall be charged against the host Division funds while



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transportation expenses shall be charged against the participants local funds (current or continuing), subject to the usual accounting and auditing rules and regulations.

7. For any inquiries, contact Jairus Z. Capillo, Budget Officer II through jairus.capillo@deped.gov.ph or 09125852342.
8. Immediate dissemination of and compliance to this memorandum is desired.


CARLITO D. ROCAFORT
Director IV

Enclosure: None

Reference: FAR-1 and 1-A

Allotment: None

To be indicated in the Perpetual Index under the subject
BUDGET REPORTS WORKSHOPS

*JZC/FD-B/RM/ QUARTERLY REGIONAL WORKSHOP ON FAR 1 AND FAR 1A ALIGNMENT AND RECONCILIATION
FOR FY 2024/004/March 1, 2024*



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