



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

March 15, 2023

REGIONAL MEMORANDUM

No. **243**, s. 2023

**CONDUCT OF REGIONAL WORKSHOP ON THE PREPARATION OF QUARTER 1
FINANCIAL ACCOUNTABILITY REPORTS (FARS)**

To: Schools Division Superintendents
All Others Concerned

1. This Office, through the Finance Division, announces the Conduct of the Regional Workshop on the Preparation of Quarter 1 Financial Accountability Reports on **April 11-13, 2023 at a venue to be announced later**. A separate memorandum shall be issued to announce the specific venue of the activity.
2. The objectives of the workshop are as follows:
 - a. ensure unified and accurate Financial Accountability Reports;
 - b. ensure prompt submission of quarterly FARS through online encoding to the Unified Reporting System (URS);
 - c. discuss uniform interpretation and treatment of salient features of the FARS
 - d. ensure timely submission of the reports to DBM;
 - e. discuss other relevant concerns.
3. The identified participants in this activity are the following:
 - a. Division Budget Officers and one staff;
 - b. Division Accountants and one (1) staff;
 - c. Implementing Units Bookkeeper/Accountant; and
 - d. Regional Office Finance Division personnel.
4. A registration fee of Four Thousand Pesos (P4,000.00) shall be collected from each of the participants to defray the cost of meals, lodging, and other incidental expenses necessary for the conduct of the activity. The traveling expenses and the registration fees of the participants shall be charged to their respective MOOE/local funds subject to the usual accounting and auditing guidelines.
5. Payments made through checks shall be made payable to **DEPED REG OFFICE 8 TRUST ACCOUNT** with Account Number **0002-500000-97, Philippine Veterans Bank**.



6. All participants are required to confirm their attendance **on or before March 20, 2023**, through the link **<https://tinyurl.com/Q1PrepOffFARsConfirmation>**.
7. Immediate dissemination of and strict compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director 

Enclosure: None

Reference: None

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

ACCOUNTABILITY REPORT FINANCE GROUP WORKSHOPS
FD-GJF

