



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

1070

September 4, 2023

REGIONAL MEMORANDUM

No. **920** s.2023

**LIQUIDATION OF PRIOR YEARS' CASH ADVANCES AND
SUBMISSION OF THE UPDATED STATUS REPORT**

To: Schools Division Superintendents
Regional Office Division Chiefs
All Others Concerned

1. This Office, through the Finance Division, directs all School Division Offices to prioritize liquidation of Prior Years' and Current Year's Cash Advances in the books of Accounts and submit to the Finance Division the updated Status Report not later than October 5, 2023.
2. Further, all concerned are enjoined to ensure that the cash advances granted for the month are immediately liquidated in the succeeding month, consistent with the Commission on Audit rules and regulations. Hence the Cash advances as of December 31, 2022, should only be for the advances granted in December 2022.
3. Also, please attach a detailed breakdown of the Cash Advances in your books as of December 31, 2022, and those granted in the current year, with the status of liquidation to date.
4. Immediate dissemination of this memorandum is desired.


EVELYN R. FETALVERO, CESO III
Regional Director

Enclosures: None

References: None

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

CASH ADVANCES
LIQUIDATION
REPORTS

FD-GJF

