



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

November 24, 2023

REGIONAL MEMORANDUM

No. **1324** s.2023

CONDUCT OF QUARTER 4 FINANCE GROUP CONFERENCE

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

1. This Office, through the Finance Division, shall hold its Quarter 4 Finance group Conference on December 4-6, 2023 at Milagros Hotel, Brgy. Arado, Palo, Leyte. The first meal shall be breakfast on December 4, 2023 and the last meal shall be AM snacks on December 6, 2023.
2. The expected participants in this activity are the following:
RO: Finance Division Unit Heads, Accounting and Budget Personnel
SDO: Division Accountants, Budget Officers, and one (1) accounting staff handling the AOM, NS, and ND compliance.
3. The topics for reporting/discussion are as follows:
Reporting by the Division Accountants:
 - a. AAPSI, NS, and ND Compliance as of November 30, 2023;
 - b. Status of Fund Transfers;
 - c. One-Time Cleansing of PPE;
 Reporting by the Budget Officers:
 - d. Status of compliance with the URS;
 Other matters (ROP):
 - e. Updates on the NTOT on PMIS-School Level Pilot Testing;
 - f. Other financial concerns.
4. Immediate dissemination of this memorandum is desired.


EVELYN R. FETALVERO, CESO IV
Regional Director

Enclosures: None
References: As stated
To be indicated in the Perpetual Index under the following subjects:
FINANCE GROUP SEMINAR/WORKSHOP YEAR-END
FD-GJF

