



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

JUN 01 2026

MEMORANDUM

**COORDINATION MEETING ON THE RECONCILIATION AND CONSOLIDATION
OF CY 2026 MID YEAR FINANCIAL ACCOUNTABILITY REPORTS (FARS)
AND FINANCIAL STATEMENTS**


To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads / OICs
Administrative Officer V
All Others Concerned

1. Attached is Regional Memorandum No. 395, s. 2026 dated May 21, 2026, on the above-captioned title, the contents of which are self-explanatory for the information and guidance of all concerned.
2. Participants in this coordination meeting are the Division Accountant, Division Budget Officer, SDO finance personnel and one (1) representative from Implementing Units' finance personnel. The said activity will be held on July 16, 2026, at DepEd NCR Conference Room, Misamis Street, Bago Bantay, Quezon City.
3. **All participants are required to pre-register on or before June 5, 2026, through the link: <https://bit.ly/2ndQCOORDMEETINGFARSFS>.** Expenses related to the coordination meeting shall be charged against MOOE subject to the existing accounting and auditing rules and regulations.
4. Immediate dissemination and compliance of this Memorandum is desired.

For:

VIOLETA M. GONZALES, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

By:


DR. MA. MYRA E. NAMIT
Public Schools District Supervisor
Officer-In-Charge

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UN-2026-22



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Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Enclosure: as stated

Reference: None

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

MEETINGS

FINANCIAL ACCOUNTABILITY REPORTS

FINANCIAL STATEMENTS

KEM | COORDINATION MEETING ON THE RECONCILIATION AND CONSOLIDATION OF CY 2026 MID YEAR FINANCIAL ACCOUNTABILITY REPORTS (FARS) AND FINANCIAL STATEMENTS
/ 06/01/2026



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

**Office of the Schools Division
Superintendent**

May 21, 2026

MEMORANDUM

To : OIC – Assistant Schools Division Superintendent
Chief Education Supervisor (CID)
Administrative Officer V
Public Schools District Supervisors
Education Program Supervisors
Elementary and Secondary School Heads
Officers-in-Charge
Teaching and Non-Teaching Personnel
All Others Concerned

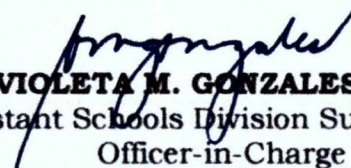
DESIGNATION AS OFFICER-IN-CHARGE

1. This is to inform the field that in view of the attendance of the undersigned in the **2026 PALARONG PAMBANSA** on May 22 – June 1, 2026, in Agusan Del Sur, Dr. **Ma. Myra E. Namit**, Public Schools District Supervisor, is designated as Officer-in-Charge on the aforementioned dates, so as not to hamper the services of the Division.

2. She shall sign pertinent documents as:

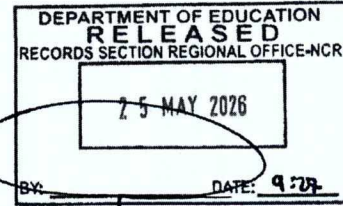
Dr. MA. MYRA E. NAMIT
Public Schools District Supervisor
Officer-in-Charge

3. For information and guidance.


VIOLETA M. GONZALES CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent



Republic of the Philippines
Department of Education
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ACCOUNTING

May 21, 2026

REGIONAL MEMORANDUM
 No. 395 s, 2026

RECEIVED BY:
[Signature]
 MARLON A. SALONGA
 SDO-MUNTINLUPA (RECORDS UNIT)

To: Schools Division Superintendents
 Division Office Accountants
 Division Budget Officers
 All Others Concerned

COORDINATION MEETING ON THE RECONCILIATION AND CONSOLIDATION OF CY 2026 MID-YEAR FINANCIAL ACCOUNTABILITY REPORTS (FARS) AND FINANCIAL STATEMENTS

1. In preparation for the National Seminar-Workshop on the Consolidation of Mid-Year Financial Reports for CY 2026, **the Department of Education – National Capital Region (DepEd NCR), through the Finance Division, shall conduct the above-captioned activity on July 16, 2026, at the DepEd NCR Conference Room.**

2. In compliance with DepEd Memorandum No. 018, s. 2026 dated March 8, 2026, entitled Implementation of Energy Conservation Protocols and Flexible Work Arrangements in the Department of Education, pursuant to Memorandum Circular No. 114 issued by the Office of the President on March 6, 2026, all concerned are hereby informed that the activity previously scheduled on July 15–17, 2026, to be hosted by SDO Las Piñas City, as stipulated in Regional Memorandum ORD-2025-996, shall instead be conducted for one (1) day only on July 16, 2026.

2. This activity aims to ensure that all Mid-Year CY 2026 Consolidated Financial Accountability Reports (FARs) and Financial Statements are thoroughly reviewed, completed, and submitted on time. It shall likewise serve as a venue for discussing and addressing issues, challenges, and concerns related to budget utilization and funding requests, as well as for identifying and correcting errors, misstatements, and discrepancies in accounts in compliance with Commission on Audit (COA) audit recommendations. Furthermore, the activity will provide an opportunity to discuss the latest issuances, memoranda, and circulars released by oversight agencies relevant to financial management, reporting, and accountability.

3. **All SDOs are directed to strictly comply with the submission of the prescribed reports on or before July 20, 2026, except those identified under Regional Office Memorandum ORD-2025-407 dated May 2, 2025.** The List of Reports to be Submitted and the Online Reports to be Accomplished are attached for reference and guidance.



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 Website: depedncr.com.ph




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4. Expected participants in this activity include Division Accountants, Division Budget Officers, other SDO finance personnel, one (1) representative from Schools Implementing Units (IUs), and Regional Office – Finance Division personnel. The program may feature resource persons from the DepEd Central Office and/or the Department of Budget and Management (DBM) – NCR, subject to their availability.
5. **All participants are required to pre-register on or before June 05, 2026 through the following link: <https://bit.ly/2ndQCOORDMEETINGFARSFS>.** Registered participants are expected to attend the activity. In case a registered participant is unable to attend due to unavoidable circumstances, the concerned SDO is requested to designate a replacement who performs the same or related finance functions.
6. All expenses incurred in the conduct of the activity shall be charged against ROP MOOE Fund under **Activity Code # AC-26-5822-GASS-002**, subject to the usual accounting and auditing rules and regulations.
7. Immediate and wide dissemination of this Memorandum is directed.


JOCELYN DR. ANDAYA
Regional Director, NCR
Concurrent Officer-In-Charge,
Office of the Assistant Secretary for Operations



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The following reports must be updated on or before July 20, 2026:

REPORTS	Google link
1. RO template for CY 2024 AAPSI and SIPYAR	https://bit.ly/2024-DEPEDNCR-AAPSI-SIPYAR
2. CO Template for CY 2024 AAPSI	https://bit.ly/Consolidated_AA_PSI_CY_2024
3. Status of Notice of Suspension/Notice of Disallowance/Notice of Charge as of December 31, 2025	https://bit.ly/NCRNS-ND-NC-CAARCY2024
4. Consolidated Report of Inventory of Bank Accounts (RO,SDO, IUS) as of June 30, 2026	https://bit.ly/NCRConsoBankAccountsforRO-SDO-IU
5. Consolidated Summaries of Bank Accounts Opened for the MOOE of NON IUS Schools – Annex K-2 per DO S2019-029	https://bit.ly/ConsoMOOEBankAccountsforNon-IU
6. FAR 5 Statement of Income and Revenues	https://bit.ly/NCR-FAR5-2026-2nd
7. FAR 4 Report of Disbursement	bit.ly/MRD-062026
8. Schedule of NTA from RO and CO	https://bit.ly/2026NTA_CO_RO
9. Due to Regional Office as of June 30, 2026	https://bit.ly/SL_JUNE2026
10. Consolidated Status and Aging of Cash Advance as of 06.30.2026	https://bit.ly/DepedNCR-ConsoCashAdvQ2-CY2026
11. Provident Fund as of 6.30.26	https://bit.ly/NCR-Midyear-PFReports-CY2026
12. Subsidy from the Regional Office	https://bit.ly/2026-ASSISTANCE-NCR
13. Statement of Cash Flows and Statement of Changes in Net Assets / Equity	https://bit.ly/2026SCFSCNAE
14. Status of MOOE Downloading	https://bit.ly/NCR2026-MooeDownloading
15. Service Fee Collections as of 03.31.2026	bit.ly/SFSanJuan , bit.ly/SFQuezonCity , bit.ly/SFManila , bit.ly/SFMalabon bit.ly/SFMakati
16. Status of Provident Fund Loaning Operations for FY 2026 (Quarter 2)	https://bit.ly/FY2026-NCR-StatusofPFLoaningOperations-Q2



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17. Consolidated Provident Fund Outstanding Loans Receivable (Annex A and B) as of June 30, 2026	https://bit.ly/NCR-OLR-Annexes-A-and-B-Q2-CY2026
18. APSA Monitoring CY 2026	https://tinyurl.com/2026-APSA-MONITORING

COORDINATION MEETING ON THE RECONCILIATION AND CONSOLIDATION OF CY 2026 MID-YEAR FINANCIAL ACCOUNTABILITY REPORTS (FARS) AND FINANCIAL STATEMENTS

July 16, 2026

PROGRAM OF ACTIVITIES (TENTATIVE)

Time	Activities	In-Charge
8:00 – 8:30 AM	Preliminaries <ul style="list-style-type: none"> • Nationalistic Song • Ecumenical / Interfaith Prayer • Acknowledgment of Participants • Message 	AVP
8:30– 9:00AM	Inspirational Message	JOCELYN DR. ANDAYA Regional Director, NCR Concurrent Officer-In-Charge, Office of the Assistant Secretary for Operations
	Statement of Purpose	Joey San Buenaventura Supervising Administrative Officer
9:00-12:00	DBM’s Citizen Charter (Funding Requests Checklist of Requirement)	DBM NCR Representative
	Conduct of Agency Performance Review (APR)	
	Submission of BFARs	
	Other DBM Updates	



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10:30-11:30AM	Funding requirements for Expanded Career Progression (ECP), Cash Allowance, SBFP, Hardship and other CY 2026 CO and RO wide MDP	Joey San Buenaventura Supervising Administrative Officer
	Salient Features of the Guidelines on the Release of Funds for Fiscal Year (FY) 2026/ NCA Release for CY 2026	
	DBM's Agency Performance Review (APR)	
LUNCH BREAK		
1:00-2:00PM	Status of Report Submissions	RO Budget and Accounting Section
2:00-3:00PM	Issues, challenges, and concerns related to budget utilization and funding requests, as well as for identifying and correcting errors, misstatements, and discrepancies in accounts in compliance with Commission on Audit (COA) audit recommendations	Joey San Buenaventura Supervising Administrative Officer
3:00-3:30PM	Orientation on the Cash Management System (CMS)	Romar Roentgent Balanao / John Ric Ramos
3:00-4:30PM	OTHER CONCERNS, WAYS FORWARD CLOSING REMARKS	Joey San Buenaventura Supervising Administrative Officer, Finance Division



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