



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

March 28, 2023

REGION MEMORANDUM
FD-2023-010

TIMELINES IN THE SUBMISSION OF FAR NOS. 2, 2A, 3, 4, 5 AND 6

To: Schools Division Superintendents

1. The Department of Education Central Office-Accounting Division has set the timelines on the submission of consolidated financial accountability reports as mandated by COA-DBM Joint Circular No. 2019-1 titled "Updated Guidelines Relative to Budget and Financial Accountability Reports (BFARs) Starting FY 2019.
2. Consequently, to give the RO Finance Division-Accounting Unit ample time for review, evaluation and consolidation of the reports, the following timelines are set on the submission of SDO consolidated FARs:

FAR NO.	SDO Submission to RO	RO Submission to CO
FAR Nos. 2, 2A, 5 and 6	Within 15 days after the end of each quarter	Within 20 days after the end of each quarter
FAR No. 3	On or before 15 th day following the end of the year	On or before 20 th day following the end of the year
FAR No. 4	On or before the 4 th day of the month following the last month of the covered reporting period	On or before the 6 th day of the month following the last month of the covered reporting period

3. SDO Accountants shall ensure the accuracy of the report to avoid multiple revisions, queries and recurring errors to help expedite the consolidation process.
4. Reports are to be submitted on or before the above-mentioned timelines to accounting.region12@deped.gov.ph.
5. For queries, you may reach out to Maria Jeanette N. Delima, SAO at mariajeanette.delima@deped.gov.ph.
6. For the information and guidance of all concerned.


CARLITO D. ROCAFORT
Director IV



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Enclosure: None

Reference: COA-DBM Joint Circular No. 2019-1

Allotment: None

To be indicated in the Perpetual Index under the subject:

REPORTS

MJND/FD/RM -TIMELINES ON THE SUBMISSION OF FAR NOS. 2, 2A, 3, 4, 5 AND 6/ 09/March 21, 2023



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