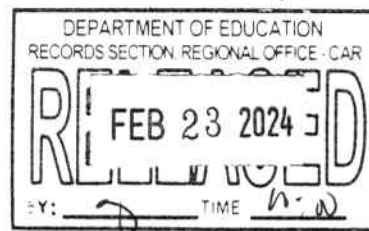




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



22 Feb 2024

REGIONAL MEMORANDUM

No. 109.2024

**REITERATION ON THE UPDATING, VALIDATION, AND COMPLETION OF DATA
RELATIVE TO THE STATEMENT OF EXPENDITURES (SOE) AND
PROGRESS MONITORING REPORT (PMR)**

To: Assistant Regional Director
Schools Division Superintendents
All Others Concerned

1. This has reference to the Joint Memorandum DM-OUCI-2021-210 titled *Data Validation and Verification of Online and Offline Additional Information on the Summary of Expenditure Reports* and Joint Memorandum DM - CI - 2022-020 titled *Submission of Regional Progress Monitoring Report on Learning Resources in the Implementation of Basic Education - Learning Continuity Plan (BE-LCP) for School Year 2021 - 2022*.

2. In view of this, this Office through the Curriculum and Learning Management Division - Learning Resource Management Unit, reiterates the submission, and the constant updating and validation of the data on the Progress Monitoring Report (PMR) and Statement of Expenditure (SOE). The template to be followed and used for the reports shall be accessed through the following link: <https://bit.ly/3Ix8hXm> for SOE and https://bit.ly/2022PMR_CAR for PMR.

3. For directly released FY 2023 FLO - LR funds, the template as stipulated in DM-CT-2023-315 or the *Request for Initial Data on the Status of Accomplishment on the Directly Released FY 2023 FLO - LR Fund* shall be used.

4. To have ample time for consolidation at the Regional Office, Schools Division Offices shall submit their SOE and PMR report on the 25th day of the month for consolidation before it will be submitted to the concerned offices on the 30th day.

5. For inquiries, personnel concerned may contact CLMD Chief Jennifer P. Ande through email address at: car.clmd@deped.gov.ph.

6. Immediate and widest dissemination of this memorandum is directed.

Digitally signed by
Carino Estela Leon
Date: 2024.02.23
08:31:09 +08'00'

ESTELA P. LEON-CARINO EdD, CESO III
Director IV/Regional Director

CLMD/JPA/bmd
0000/Feb. 22, 2024 submission of SOE and PMR



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