

Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet, 2601
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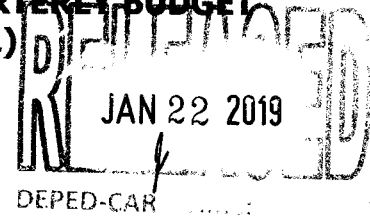


January 15, 2019

REGIONAL MEMORANDUM

NO: 027.2019

**WORKSHOP ON THE PREPARATION OF THE 2019 QUARTERLY BUDGET
ACCOMPLISHMENT REPORT (BAR1)**



To: Schools Division Superintendents
All others concerned

1. The Quality Assurance Division (QAD), this office, will conduct a workshop on the preparation of the Calendar Year BAR 1 on February 7-8, 2019 at the REAP Hall, Department of Education Regional Office Compound. Wangal La Trinidad, Benguet.
2. This activity aims to convene the Regional Personnel concerned and the Division Schools Management, Monitoring and Evaluation Personnel to synchronize the performance indicators specified in the BAR1 as required; prepare a SAMPLE copy of the 2019 BAR1 for the Regional Office and 2019 BAR 1 for each of the eight (8) School Division Office.; revisit the 2018 BAR 1 and identify physical targets not implemented within the year to be included in the last Quarter of this year; address issues and concerns relative to BAR 1 preparation of quarterly reports.
3. The list of participants to this workshop is attached as Enclosure 1.
4. Arrival will be February 6, 2019 (Wednesday) at 3:00 PM onwards as check in time of Day 0. Meals will be served from breakfast up to dinner on February 7, 2019 of DAY 1 (Thursday). For day 2, February 8, 2019 meals will cover only breakfast up to afternoon snack.
5. Each participant is advised to bring his/ her extension cord, laptop, and wifi or any gadget that can access the internet. Bring along soft copy of 1st to 4th quarter 2018 BAR report and 2019 quarterly plans.
6. Board and lodging of all participants, supplies and meals shall be charge against Regional Office Fund (within WFP). Travel and incidental expenses relative to the attendance of participants to the said workshop shall be charge to local funds subject to the usual accounting and auditing rules and regulations.
7. Immediate and wide dissemination of this memorandum is desired.

Tracking Number:

1548100716

QAD/ALP/abc

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16 JAN 2019

MAY B. ECLAR, Ph.D., CESO V
Regional Director

Telephone Numbers	
Office of the Director IV	-422-1318
Fax Machine	-422-4074
Office of the Director III	-309-3013
Administrative Division	-422-1804
Budget and Finance Division	-422-5155
Curriculum & Learning Mgmt	-422-7096
Quality Assurance Division	-422-5187
Secondary Education System	-309-3014
Cash Section	309-3017
Physical Facilities Unit/ICT	309-3011
Regional Planning Unit	309-1234
Supply Unit	422-2198
Record Section	309-3015
Payroll Services Unit	424-3993
Special Services Div	424-5167
Commission on Audit	422-7434

Enclosure No.1

**LIST OF PARTICIPANTS
WORKSHOP ON THE PREPARATION OF THE 2019
BUDGET ACCOUNTABILITY REPORT (BAR)
February 7- 8, 2019**

No	Name	Position	Division	Sex	
				Male	Female
1.	May B. Eclar, Ph.D., CESO V	Regional Director	Office of the Regional Director		/
2.	Bettina Daytec- Aquino	Assistant Regional Director	Office of the Regional Director		/
3.	Jumar B. Yago-an	Information Technology Officer I	ORD-ICT	/	
4.	Vandolph B. Flora	Computer Programmer II	ORD-ICT	/	
5	Pio D. Ecuán	Chief	PPRD	/	
6.	Janet M. Ambucay	Planning Officer III	PPRD		/
7.	Aida L. Payang Ed.D.	Chief	Quality Assurance Division (QAD)		/
8.	Maxim A. Botilas	Education Program Supervisor	Quality Assurance Division (QAD)	/	
9.	Florence Balictan	Education Program Supervisor	Quality Assurance Division (QAD)		/
10.	Rosmarie B. Dalang	Education Program Supervisor	Quality Assurance Division (QAD)		/
11.	Annie Rose. B. Cayasen	Education Program Supervisor	Quality Assurance Division (QAD)		/
12.	Jose Lorenzo C. Cobarrubias	Administrative Assistant I	Quality Assurance Division (QAD)	/	
13.	8 Participants	Senior Education Program Specialist - Schools Management, Monitoring and Evaluation	Schools Division Office of Abra, Apayao, Baguio City, Apayao, Baguio		