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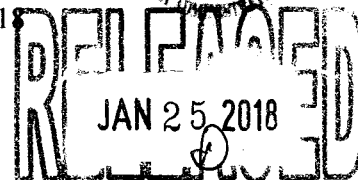


Republic of the Philippines  
DEPARTMENT OF EDUCATION  
**CORDILLERA ADMINISTRATIVE REGION**

Wangal, La Trinidad, Benguet, 2601

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January 23, 2018



REGIONAL MEMORANDUM

No. **034-2018**

DEPED-CAR Time: \_\_\_\_\_

**TRAINING-WORKSHOP ON THE ENHANCED BUDGET MONITORING SYSTEM (EBMS) AND ENHANCED FINANCIAL REPORTING SYSTEM (EFRS)**

TO: Schools Division Superintendent  
Secondary School Principals  
Division Accountants and Budget Officers  
Senior Bookkeepers of Implementing Units  
All Others Concerned

1. The Regional Office through the Finance Division will conduct a Training-Workshop on the Enhanced Budget Monitoring System (EBMS) and Enhanced Financial Reporting System (EFRS) on February 8-9, 2018 (exact venue to be announced later);

2. With the end-view of an improved recording and reporting of funds utilization, the training-workshop aims to:

2.a. Resolve issues encountered on the systems' applications;

2.c. Strengthen the capacity of the finance personnel of the region on the operations and applications of the systems;

3. Participants are the Accountants, Budget Offices and Senior Bookkeepers from the Regional Office, Schools Division Offices and Secondary schools classified as Implementing Units. The Number of participants per Division are as follows:

| Division     | Number of Pax |
|--------------|---------------|
| Abra         | 9             |
| Apayao       | 7             |
| Benguet      | 15            |
| Ifugao       | 10            |
| Kalinga      | 8             |
| Mt. Province | 13            |
| Baguio City  | 7             |
| Tabuk City   | 7             |

**Contact Numbers (Area Code: 074):**

Office of the Regional Director 422-1318  
 Fax 422-4074  
 Office of the ARD 422-9590  
 ICT Unit 422-1318  
 Public Affairs Unit 422-1318  
 Legal Unit 423-2214

Administrative Division 422-1804  
 Cash Section 423-2215  
 Payroll Section 424-3993  
 Records Section 423-2213  
 Supply Section 422-2198  
 General Services Unit 422-1804

CLMD 422-7096  
 LRMSD 422-0615  
 ESSD 423-2218  
 Finance Division 422-5155  
 FTAD 424-5187

HRDD 422-9590  
 NEAP-R 422-5500  
 PPRD 422-9590  
 QuAD 422-5187  
 COA 422-7434



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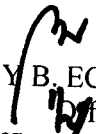


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Expenses for board and lodging shall be shouldered by the Regional Office while travelling expenses of participants shall be charged against their respective local funds.

5. All disbursements relative to the conduct of this seminar/workshop shall be subject to the usual budgeting, accounting and auditing rules and regulations.
8. Check in will be in the afternoon of February 7, 2018. First meal to be served is dinner of the same day while last meal will be P.M. Snack of February 9, 2018.
9. Please bring individual laptops in good working condition.
10. Immediate and wide dissemination of this Memorandum is desired.

  
MAY B. ECLAR, Ph. D., CESO V  
Officer-in-Charge  
Office of the Regional Director

SGT/clp

**Contact Numbers (Area Code: 074):**

|                                 |          |                         |          |                  |          |        |          |
|---------------------------------|----------|-------------------------|----------|------------------|----------|--------|----------|
| Office of the Regional Director | 422-1318 | Administrative Division | 422-1804 | CLMD             | 422-7096 | HRDD   | 422-9590 |
| Fax                             | 422-4074 | Cash Section            | 423-2215 | LRMDS            | 422-0615 | NEAP-R | 422-5500 |
| Office of the ARD               | 422-9590 | Payroll Section         | 424-3993 | ESSD             | 423-2218 | PPRD   | 422-9590 |
| ICT Unit                        | 422-1318 | Records Section         | 423-2213 | Finance Division | 422-5155 | QuAD   | 422-5187 |
| Public Affairs Unit             | 422-1318 | Supply Section          | 422-2198 | FTAD             | 424-5187 | COA    | 422-7434 |
| Legal Unit                      | 423-2214 | General Services Unit   | 422-1804 |                  |          |        |          |