



Republic of the Philippines
Department of Education
Region VI – Western Visayas

November 14, 2023



DIVISION MEMORANDUM

No **583** s. 2023

SUBMISSION OF URS GENERATED BEDs (BED 1 & 3) FOR FY 2024

To: Public Secondary School Heads of Implementing Units
Accountants/Bookkeepers of Implementing Units
All Others Concerned

1. In compliance with **DBM Circular Letter No. 2022-14** titled “*Prescribing Guidelines for the Preparation and Submission of the Annual Budget Execution Plans Covering the Fiscal Year (FY) 2023 Budget and Thereafter*”, all secondary school implementing units are advised to prepare their URS Generated Budget Executions Documents (BEDs 1 & 3) in the Unified Reporting System.
2. The secondary school implementing units are directed to submit two (2) hard copies of “**submitted status**” reports (BEDs 1 & 3), duly signed by the School Head and Accountant / Bookkeeper / Designated Bookkeeper of Secondary Implementing Units on or before **November 21, 2023** to the Budget Section.
3. Immediate dissemination and compliance with this Memorandum are desired.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent 

Encl.: As stated

Reference: DepEd Regional Memorandum No. 76, s. 2023

To be indicated in the Perpetual Index
under the following subject;

REPORTS



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