



Republic of the Philippines
Department of Education
Region V
Schools Division of Sorsogon

September 29, 2020


DIVISION MEMORANDUM

No. 146, s. 2020

DEADLINE ON THE SUBMISSION OF REQUESTS FOR MONETIZATION OF LEAVE CREDITS

TO: Assistant Schools Division Superintendent
Section Chiefs & Section Heads
Public School District Supervisors
Elementary & Secondary Heads
All Others Concerned

1. This is to inform all concerned that the deadline on the submission of requests for monetization of leave credits is on October 5, 2020.
2. It is emphasized that only health, medical and hospital needs of the employee and his/her immediate family will be granted per instruction from DepEd ROV.
3. The Department of Budget and Management shall provide for the funding of this year's monetization thru the Miscellaneous Personnel Benefit (MBPF) thus the need to set a deadline in order for us to submit the funding request to DBM for the allocation of funds.
4. Widest dissemination of this memorandum is desired.


JOSE L. DONCILLO, CESO V
Schools Division Superintendent

