



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

MEMORANDUM TO:

To: **Public Schools District Supervisors
OIC – Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned**

From: **JOSE L. DONCILLO, CESO V**
Schools Division Superintendent

Date: **February 1, 2023**

Re: **Submission of the List of School Teaching and Non-Teaching
Personnel per School for the One-Time Grant of Rice
Allowance**

Attached is a letter from the branch manager of National Food Authority Sorsogon which is self-explanatory.

In this regard, please input the names and positions of your teaching and non-teaching personnel including Job Orders with contract in your schools who are in active service as of November 30, 2022, in the Google Docs link provided below:

<https://forms.gle/YkJaTVu4cSodf37p6>

Public Schools District Supervisors and OIC-Public Schools District Supervisors should be included in the Central School of the district they are assigned to.

Deadline of submission is on February 8, 2023.

For information and guidance.



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700 .
Landline: (056) 421-5415
Email: sorsogon@deped.gov.ph
Website: depedsorsogon.com.ph



CIP 5461/21/05/1163



NATIONAL FOOD AUTHORITY

Sorsogon Branch Office

Cabid-an, Sorsogon City | Hotline: 0939-329-4507 / 0945-447-9787

sorsogon@nfa.gov.ph

04 January 2023

DR. JOSE L. DONCILLO, CESO V

Schools Division Superintendent

Department of Education

Schools Division Office, Balogo, Sorsogon City

Subject : REQUEST FOR THE TOTAL NUMBER OF BENEFICIARIES ON THE IMPLEMENTATION OF THE ADMINISTRATIVE ORDER NO.2 OR THE ONE-TIME GRANT OF RICE ASSISTANCE TO ALL GOVERNMENT EMPLOYEES AND WORKERS FOR FISCAL YEAR 2022

Dear Dr. Doncillo:

This has reference to the enactment of Administrative Order No.2 which was signed on 16 December 2022 authorizing the One-Time Grant of Rice Assistance to Government Employees and Workers for Fiscal Year 2022.

Relative to this, may we respectfully request from your good office to provide the NFA with the total number of beneficiaries in your office based on the Agency's total personnel complement / warm bodies as of 30 November 2022. This will serve as NFA's basis in allocation of rice allowance following the attached format in *Annex A*.

We shall highly appreciate receiving your reply on or before **January 10, 2023** through email at sorsogon@nfa.gov.ph with subject "**No. Of Agency Beneficiaries under Administrative Order No.2**"

We hope for your immediate action on our request. Thank you and our warmest regards.

Very truly yours,


JULIE B. ULENARESAS
Branch Manager, NFA-Sorsogon

"A food-secure Philippines with prosperous farmers and fisherfolk"

