



Republic of the Philippines
Department of Education
CARAGA REGION



MAY 8 2025

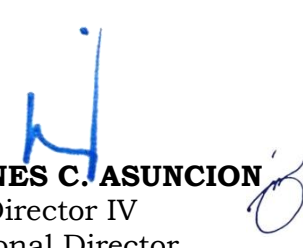
REGIONAL MEMORANDUM

No. 0474 , s. 2025

To: Schools Division Superintendents
Division Administrative Officers V
Division Payroll-In-Charge
Division Remittance In-Charge
All Others Concerned

1ST QUARTER EVALUATION OF DIVISION PAYROLL SERVICES
OPERATIONS

1. The Regional Payroll Services Unit (RPSU) will convene the **1st Quarter Evaluation of Division Payroll Services Operations** on May 09, 2025 from 9:00 a.m. to 5:00 p.m. at NEAP Gold Hall, DepEd Caraga Regional Office, J. Rosales Ave., Butuan City.
2. Each Schools Division Office shall send two participants, particularly the payroll-in-charge and the remittance in-charge.
3. Lunch and snacks will be served during the activity.
4. Travel expenses and accommodation incurred by the participants are chargeable to the division local funds, subject to government accounting and auditing rules and regulations.
5. For further details or clarifications, you may reach out to the RPSU via email at rpsu_caraga@deped.gov.ph or contact (085) 342-5959.
6. Immediate dissemination and compliance with this memorandum are directed.


MARIA INES C. ASUNCION
Director IV
Regional Director

Encl.: None

Reference: None

To be indicated in the Perpetual Index
under the following subjects:



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5959
Email: caraga@deped.gov.ph
Website: caraga.deped.gov.ph



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BENEFITS

EMPLOYEES

MEETINGS

SALARY

ASD/rbb
05/06/2025



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