



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE-CARAGA

RELEASED
AUGUST 7, 2025

BY: *MLG*

TIME: 6:10PM

AUGUST 7, 2025

REGIONAL MEMORANDUM
No. **0821**, s. 2025

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

REFUND ON RPSU PLI STALE CHECKS

1. The checks for the refund on RPSU PLI stale checks covering the period from November 2010 to December 2021, have already been released to the respective Schools Division Offices (SDOs).
2. In line with this, the supporting documents, which include the list of SDOs, refund recipients, PLIs, and their corresponding amounts, have been emailed to the designated division payroll counterparts.
3. The SDOs are directed to release a Division Memorandum indicating the list of the personnel entitled to receive the refund.
4. For further details or clarifications, you may contact the Regional Payroll Services Unit (RPSU) via email at rpsu_caraga@deped.gov.ph or through telephone number (085) 342-5959.
5. Immediate dissemination and compliance with this memorandum is hereby directed.

[Signature]
MARIA INES C. ASUNCION
Director IV
Regional Director

Encl.: None

Reference: None

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

BENEFITS

EMPLOYEES

PAYMENTS

SALARY

ASD/rbb
08/06/2025



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Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	1 of 1

