



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

January 12, 2022

DIVISION MEMORANDUM
No. **22**, s. 2022

**ADVISORY ON THE IMPLEMENTATION OF TWICE-A-MONTH RELEASE OF SALARY TO
DEPED PERSONNEL**

To: **OIC, Office of the Assistant Schools Division Superintendent**
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. Attached is a copy of the Regional Memorandum No. 028, s. 2022 dated January 12, 2022, titled "**ADVISORY ON THE IMPLEMENTATION OF TWICE-A-MONTH RELEASE OF SALARY TO DEPED PERSONNEL**".
2. Immediate dissemination of this memorandum is desired.


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

PYM/mtb



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Department of Education
REGION VI — WESTERN VISAYAS

JAN 12 2022

REGIONAL MEMORANDUM
No. 028 s. 2022

ADVISORY ON THE IMPLEMENTATION OF TWICE-A-MONTH RELEASE OF
SALARY TO DEPED PERSONNEL

To: Schools Division Superintendents
All Others Concerned

1. Attached is Memorandum OUF MEMO-2022-0012 dated January 11, 2022, from the Offices of the Undersecretary and Assistant Secretary for Finance, Department of Education, on the Advisory on the Implementation of Twice-A-Month Release of Salary to DepEd Personnel.
2. This Office shall implement a one-time release of salary for January 2022.
3. Immediate dissemination of this Memorandum is desired.


RAMIR B. UYTICO EdD, CESO IV
Regional Director

Reference: Memorandum OUF-2022-0012
To be indicated in the Perpetual Index
under the following subjects:

OFFICIALS SALARY BENEFITS



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Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR FINANCE

MEMORANDUM
OUF-2022-0012

TO : DIRECTOR ANNE RACHEL C. MIGUEL, Bureau of Human Resource and Organizational Development (BHROD)
DIRECTOR ABRAM Y. C. ABANIL, Information and Communications Technology Service (ICTS)
REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
SCHOOL HEADS
ALL OTHERS CONCERNED

ATTENTION : Francis Allen B. Dela Cruz, BHROD-Personnel Division
Maria Clarisse T. Ligunas, ICTS-Solutions Development Division (SDD)
Regional Chiefs of Finance and Administrative Divisions
Heads of Regional Payroll Services Unit (RPSU)
Payroll Processors of Implementing Unit (IU) Secondary Schools

FROM :  ANNALYN M. SEVILLA
Undersecretary for Finance


RAMON FIEL G. ABCEDE
Assistant Secretary for Finance

SUBJECT : ADVISORY ON THE IMPLEMENTATION OF TWICE-A-MONTH RELEASE OF SALARY TO DEPED PERSONNEL

DATE : JANUARY 11, 2022

1. Relative to the adjusted payroll program being developed by the ICTS-SDD, the following issues were raised to this Office through the RPSUs on December 15, 2021, based on the directives specified in Memorandum OUF-2021-0703 entitled "Internal Guidelines on the Implementation of Twice-A-Month Release of Salary to DepEd Personnel:"

- 1.1 The system developed will print two payroll registers instead of one. RPSUs are not amenable to printing two payroll registers since the approved budget for the papers (continuous forms) to be used for payroll preparation for the year 2022 is only good for one payroll register; and
- 1.2 Errors were encountered in the generation of files (hash totals) to be submitted to the respective government servicing banks of the regions (i.e., Land Bank of the Philippines, Development Bank of the Philippines, and Philippine Veterans Bank).

2. The above issues are being addressed by the ICTS-SDD, with the assistance of Computer Programmer of Region IX PSU.

3. Please be advised that the directive under Memorandum OUF-2021-0703 shall remain the same. In view of this, the Regional Directors are given the flexibility to decide on the implementation of a twice a month salary starting this January 2022 based on the capability/capacity of their respective RPSUs.

4. For immediate compliance. Thank you.