



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

February 17, 2021

DIVISION ADVISORY

No. **05**, s. 2021

PROGRAM ERROR IN THE PREPARATION OF JANUARY 2021 REGULAR PAYROLL

To: **Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Secondary Schools
All Others Concerned**

1. Attached is an advisory issued by Atty. Jessica S. Sapalo, Chief Administrative Officer, Regional Office VI, pertaining to the software glitch that occurred during the preparation of the January 2021 payroll.
2. All affected personnel are advised to settle as soon as possible their obligations and pay over the counter (OTC) with the respective GFIs/PLIs the amount which were not deducted for the month of January 2021 to avoid penalties/arrearages.
3. Immediate and wide dissemination of this advisory is desired.


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Schools Division Superintendent

PYM/mtb



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Republic of the Philippines
Department of Education
REGION VI - WESTERN VISAYAS

ADVISORY

TO: ALL CONCERNED PERSONNEL IN THE DIVISION OF AKLAN (SECONDARY)

THRU: THE SCHOOLS DIVISION SUPERINTENDENT

RE: PROGRAM ERROR IN THE PREPARATION OF JANUARY 2021 REGULAR PAYROLL

DATE: FEBRUARY 8, 2021

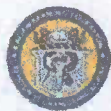
Please be informed that a software glitch occurred during the preparation of the January 2021 payroll. This affected the deductions intended to pay the employees' loan to Government Financial Institutions (GFIs) and Private Lending Institutions (PLIs). The deductions for GFIs and PLIs were not deducted even though there is still enough net take home pay.

In view of the foregoing, all personnel whose payroll were affected by this error are advised to settle their obligations and pay over the counter (OTC) with the respective GFIs/PLIs whose deductions were displaced. It is reminded that failure to pay for the month of January 2021 will cause the GFIs/PLIs to impose penalties.

We are sorry for the inconvenience caused by program error.

For information and guidance.

ATTY. JESSICA S. SAPALO
Chief Administrative Officer
Administrative Division



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