



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

11 FEB 2022

Office of the Schools Division
Superintendent

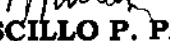
DIVISION MEMORANDUM

No. 90, s. 2022

**PROCESSING AND DEADLINE OF SUBMISSION 1ST AND 2ND BATCH OF
REQUEST FOR MONETIZATION OF LEAVE CREDITS**

To: Assistant Schools Division Superintendents
CID and SGOD Chief Education Supervisors
Public Schools District Supervisors/ District In-charge
Elementary and Secondary School Heads
Non-Teaching Personnel
All Others concerned

1. Anent to the Circular Letter No. 2021-4 dated March 03, 2021, issued by the Department of Budget and Management (DBM), this Division is accepting submission for monetization of leave credits for first and second batch subject to the provisions of the prevailing rules and regulations of the Civil Service Commission and the Department of Budget and Management.
2. The provisions are still consistent based on the memorandum that monetization of leave credits chargeable against the FY 2022 PGF, **for strict reasons of critical health, medical, and hospital needs of the employee and the immediate member of his/her family.**
3. Deadline of submission with complete requirements for the following:
1st Batch – February 18, 2022
2nd Batch – August 19, 2022
4. For information and immediate dissemination of this memorandum is desired.


SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent

2/10/2022

SPP/JMA-MKP-NLR/AdsP/jdiaz/
February 9, 2022



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