



Republic of the Philippines

Department of Education

OFFICE OF THE UNDERSECRETARY FOR FINANCE

DEPARTMENT OF EDUCATION  
REGION VIII, EASTERN VISAYAS

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**MEMORANDUM**  
**OUF-2020-0056**

**TO :** ALL REGIONAL DIRECTORS  
ALL SCHOOLS DIVISION SUPERINTENDENTS  
DIRECTOR IV, BUREAU OF HUMAN RESOURCE ORGANIZATIONAL DEVELOPMENT  
DIRECTOR IV, INFORMATION COMMUNICATION AND TECHNOLOGY SERVICE (ICTS)

**ATTENTION :** OFFICER-IN-CHARGE, PERSONNEL DIVISION  
CHIEF, SOLUTIONS DEVELOPMENT DIVISION, ICTS  
CHIEFS, REGIONAL ADMINISTRATIVE AND FINANCE DIVISIONS  
HEADS, REGIONAL PAYROLL SERVICES UNITS (RPSUs)  
IMPLEMENTING UNIT (IU)-SECONDARY SCHOOLS

**FROM :**   
**RAMON FIEL G. ABCEDE**  
Assistant Secretary  
Officer-In-Charge, Office of the Undersecretary for Finance

**SUBJECT :** IMPLEMENTATION OF THE FIRST TRANCHE OF THE MODIFIED SALARY SCHEDULE FOR DEPED PERSONNEL FOR FISCAL YEAR 2020

**DATE :** FEBRUARY 12, 2020

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1. This pertains to the following issuances from our oversight agencies, prescribing the guidelines, rules and regulations for the implementation of the First Tranche of the Modified Salary Schedule for Civilian Government Personnel (MSSCGP) for Fiscal Year 2020, copies attached:

- a. Republic Act No. 1146, duly approved by President Rodrigo Roa Duterte on January 8, 2020, entitled "An Act Modifying the Salary Schedule For Civilian Government Personnel and Authorizing the Grant of Additional Benefits, and For Other Purposes"; and
- b. National Budget Circular Letter No. 579 dated January 24, 2020, duly signed by Department of Budget and Management (DBM) Secretary Wendel E. Avisado, entitled "Implementation of the First Tranche of the Modified Salary Schedule for Civilian Personnel in the National Government Pursuant to Republic Act (RA) No. 11466."

*Handwritten initials and date: 02/13/20*

2. To facilitate payment of the corresponding compensation adjustments, the Regional Directors and Chief Administrative Officers of the Regional Finance and Administrative Divisions are hereby directed to closely coordinate with their DBM counterparts on the early release of funds necessary for the purpose.

3. Likewise, the preparation including the issuance to DepEd personnel concerned, copy furnished the Government Service Insurance System (GSIS), of Notices of Salary Adjustments (NOSAs), must be done immediately. The NOSAs are to be approved by:

- a. Undersecretary for Field Operations, HR-EWD and PD and DEACO – for Central Office personnel
- b. Regional Director – for Regional Office personnel;
- c. Schools Division Superintendent – for Schools Division Office (SDO) and school personnel.

4. The payroll programs (FoxPro) for the monthly salaries as well as the salary differentials of DepEd personnel, developed by the ICTS based on the abovementioned government issuances, will be e-mailed by the ICTS-Solutions Development Division (SDD) to the respective e-mail addresses of the RPSUs on or before **February 14, 2020**, and shall be used for payroll processing, effective immediately.

5. Regional Offices that have downloaded the FoxPro Payroll System to SDOs and IU-Secondary Schools for payroll processing shall ensure that they receive and use the subject payroll program.

6. For questions regarding the payroll program, you may contact Mr. Mario M. Valenton, ICTS-SDD at telephone no. (02) 8633-2092 and e-mail address [mario.valenton@deped.gov.ph](mailto:mario.valenton@deped.gov.ph).

7. For immediate compliance.



**RAMON FIEL G. ABCEDE**

Assistant Secretary

Officer-In-Charge, Office of the Undersecretary for Finance

Enclosure: **As stated**

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