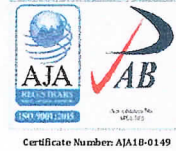




Republic of the Philippines
Department of Education
REGIONAL OFFICE NO. VIII (EASTERN VISAYAS)
 Government Center, Candahug, Palo, Leyte
ISO 9001:2015 CERTIFIED



February 4, 2020

REGIONAL MEMORANDUM

No. **090**, s. 2020

**SUBMISSION OF TERMINAL LEAVE BENEFIT REQUIREMENT
 FOR MANDATORY RETIREES**

To: Schools Division Superintendents

1. Per General Appropriations Act Fiscal Year 2020, the Release of Allotment for Terminal Leave Benefit for Mandatory Retirees 2020 shall be done by the DepEd Regional Office No. VIII. However, the corresponding Notice of Cash Allocation (NCA) shall still be released by the Department of Budget Management (DBM), Regional Office No. VIII.
2. In order to determine the allocation per division, the Schools Division Offices thru the Human Resource Management Office are requested to submit signed copy of the accomplished BP 205 (template attached) for Calendar Year 2020 on or before **February 20, 2020**.
3. Immediate compliance with this Memorandum is desired.

RAMIR B. UYTICO, Ed.D., CESO IV
Director IV

Enclosure: BP 205 Template
 Reference: GAA FY 2020
 To be indicated in the Perpetual Index
 under the following subjects:

ALLOTMENT
 MANDATORY RETIREES
 TERMINAL LEAVE BENEFIT



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