



Republic of the Philippines
Department of Education
 REGION VIII - EASTERN VISAYAS

January 4, 2021

REGIONAL MEMORANDUM

No. **002**, s. 2021

ASSIGNMENT OF PAYROLL ENCODERS FOR CALENDAR YEAR 2021

To: Schools Division Superintendents
 All Others Concerned

1. Effective January 4, 2021, Regional Payroll Encoders are hereby assigned as follows:

NAME OF ENCODER	DIVISION/SCHOOL	DIVISION CODE	NUMBER OF EMPLOYEES	
Milgrace A. Gaddi <i>(Receiving and releasing Officer)</i>	Baybay City (Elem)	402	752	
	Baybay City (JHS)	402	214	
	Baybay City (SHS)	402	108	
	Ormoc City (Elem)	096	1,283	
	Ormoc City (JHS)	096	399	
	Ormoc City (SHS)	096	223	
<i>Sub-Total</i>			2,979	
Regin T. Virtudes	Biliran (Elem)	142	1,427	
	Biliran (JHS)	142	425	
	Biliran (SHS)	142	180	
	Maasin City (Elem)	285	648	
	Maasin City (JHS)	285	296	
	Maasin City (SHS)	285	52	
	Southern Leyte (Elem)	061	2,647	
	Southern Leyte (JHS)	061	1,125	
	Southern Leyte (SHS)	061	313	
	Tacloban City (Elem)	097	1,260	
	Tacloban City (JHS)	096	125	
	Tacloban City (SHS)	097	194	
	<i>Sub-Total</i>			8,692



Nenita D. Malquisto	Borongan City (Elem)	403	573	
	Borongan City (JHS)	403	107	
	Borongan City (SHS)	403	106	
	Samar (Elem)	063	4,755	
	Samar (JHS)	063	1,475	
	Samar (SHS)	063	486	
	<i>Sub-Total</i>			7,502
Joselito E. Enriquez	Calbayog City (Elem)	095	1,502	
	Calbayog City (JHS)	095	668	
	Calbayog City (SHS)	095	186	
	Eastern Samar (Elem)	064	3,547	
	Eastern Samar (JHS)	064	936	
	Eastern Samar (SHS)	064	457	
	<i>Sub-Total</i>			7,296
Maria Cynthia A. Tuazon	Catbalogan City (Elem)	401	753	
	Catbalogan City (JHS)	401	153	
	Catbalogan City (SHS)	401	143	
	Catbalogan City NCHS	401	57	
	Northern Samar (Elem)	045	5,292	
	Northern Samar (JHS)	045	1,451	
	Northern Samar (SHS)	045	667	
	<i>Sub-Total</i>			8,516
	Remedios L. Alejandro	Leyte I (Elem)	027	6,421
Leyte II (Elem)		105	2,334	
<i>Sub-Total</i>				8,755
Judith P. Antido	Leyte III (Elem)	106	1,875	
	Leyte (JHS)	027	4,320	
	Leyte (SHS)	027	1,286	
	<i>Sub-Total</i>			7,481
Anjo Andrew V. Ecito <i>(Alternate receiving and releasing Officer/Incharge of Remittances)</i>	Baybay City NHS (IU)	402	213	
	Ipil NHS (IU)	096	93	
	Ormoc City NHS (IU)	096	272	
	<i>Sub-Total</i>			578
Nerio Clenton R. Areglado <i>(Focal Person)</i>	Regional Office	001	129	
TOTAL			51,928	

2. Immediate dissemination of and compliance with this Memorandum are desired.


RAMIR B. JYTICO EdD, CESO IV
Director IV

Enclosure: None

Reference: RM No. 076, s. 2020

To be indicated in the Perpetual Index under the following subjects:

ASSIGNMENT
ENCODER
PAYROLL

