



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

July 9, 2025

REGIONAL MEMORANDUM

AD-2025- 798

**ADDENDUM TO REGIONAL MEMORANDUM AD-2025-740
 (THREE-DAY ORIENTATION-WORKSHOP ON
 THE NEW PAYROLL SYSTEM)**

To: Schools Division Superintendents
 All Others Concerned

1. With reference to Regional Memorandum AD-2025-740 titled: Three-Day Orientation-Workshop on the New Payroll System, the following participants are hereby added:

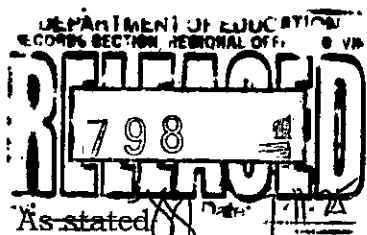
- One (1) Accountant per Schools Division Office
- Information Technology Officer I and Computer Programmer II from the Regional Office

2. Payment of registration fee may be done through bank transfer or in check with the following details:

Account Name/Payee: DEPED REG OFFICE 8 TRUST ACCOUNT
 Account Number: 0002-500000-97
 Bank: Philippine Veterans Bank

3. All other provisions of RM AD-2025-740 are still in effect.

4. Immediate dissemination of and strict compliance with this Memorandum are desired.



[Signature]
EVELYN R. FETALVERO, CESO III
 Regional Director

Enclosure: As stated

Reference: As stated

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

ADDENDUM

PAYROLL SYSTEM

WORKSHOP

AD-PS-EDR



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

June 30, 2025

REGIONAL MEMORANDUM

AD-2025- **740**

THREE-DAY ORIENTATION-WORKSHOP ON THE NEW PAYROLL SYSTEM

To: Schools Division Superintendents
All Others Concerned

1. In preparation for the implementation of the Commission on Audit (COA)-Government Accountant Manual (GAM) compliant New Payroll System-COA developed by Mr. Domingo N. Payod, Jr., Information Technology Officer I, Division of Eastern Samar, a three-day orientation-workshop shall be conducted on **July 23-25, 2025** at the RNEAP Hall 4, DepEd Regional Office VIII, Candahug, Palo, Leyte.
2. The participants to this activity are as follows:
 - Three (3) from each SDO (Information Technology Officer, Human Resource Management Officer and Payroll Incharge)
 - RO Finance Division Chief, SAO, Accountant III, Accountant I, remittance incharge
 - RO Administrative Division Chief, SAO, AO V-Personnel, payroll and remittance incharge
3. The participants are expected to bring their own laptop, extension wire, and the accomplished Human Resource Information Data Set template which shall be used during the workshop.
4. Travel expenses and a registration fee of Six Thousand Pesos (PhP6,000.00) chargeable against local funds shall be collected from each participant to defray expenses for meals, venue, and other miscellaneous expenses subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of and strict compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO III
Regional Director

Enclosure: As stated

Reference: As stated

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

ORIENTATION-WORKSHOP

PAYROLL SYSTEM

AD-PS-EDR



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