



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

January 16, 2026

**REGIONAL MEMORANDUM**

No. **67** s. 2026

**SUBMISSION OF REPORT ON THE GRANT OF THE FY 2025  
SERVICE RECOGNITION INCENTIVE (SRI)**

To: Schools Division Superintendents  
School Heads of Implementing Unit Secondary Schools  
All Others Concerned

1. Attached is Memorandum OASF-2026-047 dated January 13, 2026, issued by the Office of the Undersecretary for Finance, DepEd Central Office, titled "Submission of Report on the Grant of the FY 2025 Service Recognition Incentive (SRI)."
2. Immediate dissemination of and strict compliance with this Memorandum are desired.

**RONEL AL K. FIRMO, CESO IV**  
Assistant Regional Director  
Officer-in-Charge  
Office of the Regional Director

Enclosures: As stated

References: As stated

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

SRI



FD-BS-GJNC



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Republic of the Philippines  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY FOR FINANCE

**MEMORANDUM**  
**OASF-2026-047**

**FOR** : REGIONAL DIRECTORS  
ASSISTANT REGIONAL DIRECTORS  
SCHOOLS DIVISION SUPERINTENDENTS  
ASSISTANT SCHOOLS DIVISION SUPERINTENDENTS  
ALL FINANCE OFFICERS  
ALL OTHERS CONCERNED

**FROM** :  **ATTY. EDSON BYRON K. SY**  
Assistant Secretary for Finance  
Officer-in-Charge, Office of the Undersecretary for Finance

**SUBJECT** : SUBMISSION OF REPORT ON THE GRANT OF THE FY 2025  
SERVICE RECOGNITION INCENTIVE (SRI)

**DATE** : January 13, 2026

In compliance with Item No. 12.0, *Reportorial Requirements* of DBM Budget Circular No. 2025-3 dated December 15, 2025, all concerned offices are hereby directed to **submit the Consolidated Report on the Grant of FY 2025 Service Recognition Incentive (SRI)** using the prescribed editable template attached hereto, aligned with the details provided in Annex B of the said Circular.

All required fields must be fully, accurately and completely accomplished, including the reason(s) for the non-grant of SRI, if applicable.

Furthermore, the duly accomplished report must be submitted in both signed PDF and MS Excel formats and uploaded through the designated link <https://tinyurl.com/FY2025-SRI-Report> on or before January 26, 2026.

For strict compliance.



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