August 11, 2023

DIVISION MEMORANDUM
No.386, s. 2023

DEADLINE OF THE SUBMISSION OF DOCUMENTS FOR INTEGRATION

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Program Supervisors, SGOD & CID
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1.   Attached is **Regional Memorandum No. 572, s. 2023** titled **"Deadline of the Submission of Documents for Integration"**.

2.   Immediate dissemination of this Memorandum is desired.

MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent

Enclosure: As stated
Reference: As stated
To be indicated in the Perpetual Index
Under the following subjects:

DEADLINE   INTEGRATION   EMPLOYEES

REGIONAL MEMORANDUM

No._____57.2_____ s. 2023

AUG 0 4 2023

DEADLINE OF THE SUBMISSION OF DOCUMENTS FOR INTEGRATION

To: Schools Division Superintendents
       All Others Concerned

1.   In order to facilitate all requests submitted to the Regional Payroll Services Unit (RPSU) to be incorporated in the payroll of RPSU paid employees for the following month, this Office hereby sets new timeline to wit:

Division	Deadline
Small	25th of the month
Medium	20th of the month
Large	15th of the month

2.   Request submitted after the cut-off date shall be catered on the next payroll preparation cycle.

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

RAMIR B. UYTICO EdD, CESO III
Regional Director

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

       Deadline   Integration   Employees

Address: Duran Street, Iloilo City, 5000
Telephone Nos: (033)509-7653; (033)336-2816
Email Address: region6@deped.gov.ph
Website: region6.deped.gov.ph