



Republic of the Philippines
Department of Education
REGION XI

SCHOOLS DIVISION OF DAVAO DEL NORTE

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RECORDS SECTION
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Office of the Schools Division Superintendent

April 5, 2022

DIVISION MEMORANDUM
No. 462, s. 2022

**BENCHMARKING OF PAYROLL SERVICES UNIT (PSU) OPERATION AT THE
REGIONAL PAYROLL SERVICES UNIT (RPSU) REGION XI**

To: Rosalinda N. Dionio
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Ma. Lourdes M. Quesada
Rowena M. Inutan
Sarah Faith M. Opiana
Eldito C. Loquinio
Paul E. Arsolon
Jenny A. Doria
Roma Q. Berja
Jun Rey A. Jimena
Jerex B. Jacinto
Miah Trizza M. Bonita
Jiezl Louise H. Jamandre
Lilli Ann R. Siason

This has reference to the impending plan of the agency of the downloading/transfer of Regional Payroll Services Unit (RPSU) operations to the Division Offices the soonest time possible.

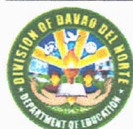
In compliance with the said Memorandum, the mentioned personnel are advised to conduct visitation to the Regional Payroll Services Unit (RPSU) Region XI using the Agency vehicles (Toyota Hi-Ace and Mitsubishi Adventure) to benchmark on their operations and process of handling the monthly payroll activities on April 13, 2022 (Wednesday).

Travel and other incidental expenses are chargeable against local funds subject to existing accounting and auditing rules and regulations.

All personnel are required to follow the health protocols as prescribed by the IATF during this time of pandemic.

For immediate and compliance of all concerned.

DEE D. SILVA, DPA, CESO V
Schools Division Superintendent



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