

Republic of the Philippines

Department of Education REGION X

DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent CAGAYAN DE ORO CITY

RELEASED

DATE JUN 20 2022

MEMORANDUM

TO

: ALL SCHOOL ADMINISTRATORS

Elementary/Secondary Schools

: This Division

From:

: CHERRY MAE L. LIMBACO-REYES

Schools Division Superintendent

Subject:

: Submission of the List of Retirees for payment of Terminal

Leave and Retirement Gratuity Benefits for FY 2024

Date

: June 20, 2022

The field is hereby required to submit the List of Optional and Mandatory (Compulsory) Retirees for **Fiscal Year 2024** following attached templates. Reports must be received by this Office on or before June 30, 2022 to give ample time for the consolidation to be submitted to the DepEd Regional Office X.

For information, guidance and strict compliance.



Address: Fr. William F. Masterson Avenue, Upper Balulang, Cagayan de Oro City Telephone: (08822) – 8550048

BP 205 LIST OF RETIREES FOR PAYMENT OF TERMINAL LEAVE AND RETIREMENT GRATUITY BENEFITS FY 2024 DEPARTMENT: DEPARTMENT OF EDUCATION, REGION X OPTIONAL RETIREMENT (60-64 YEARS OLD BY YEAR 2024) POSITION AT RETIREMENT (60-64 YEARS OLD BY YEAR 2024) POSITION AT RETIREMENT DATE RETIREME	SCHOOL:													
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