



Republic of the Philippines  
**Department of Education**  
Region VII – CENTRAL VISAYAS  
**SCHOOLS DIVISION OF BOHOL**

**Office of the Schools Division  
Superintendent**

April 13, 2020

**DIVISION MEMORANDUM**

No. 163 s. 2020

**GRANT OF MONETIZATION OF LEAVE CREDITS**

To: ASDS  
CID/SGOD CHIEF  
EDUCATION PROGRAM SUPERVISORS  
PSDSs/OIC PSDSs  
SCHOOL HEADS  
ALL CONCERNED

- I. Hereto attached is a copy of the letter of the Secretary of the Department of Budget and Management dated April 7, 2020 re Advice of NCA Issued for the Monetization of Leave Credits for your information and guidance.
- II. Please **be** informed that only twelve (12) out of 164 applicants were granted Monetization of Leave Credits to wit:

<b>Name of Employee</b>	<b>Position</b>	<b>Applied Leave</b>
Yecyec, Cesaria C.	PSDS	24
Araña, Remigio A.	Principal-I	60
Lusica, Aida O.	Principal-I	39
Napalla, Jocelyn	Head Teacher-III	25
Lusica, Annabel P.	Principal-I	25
Rara, Nida B.	Head Teacher III	27
Batilong, Josefina R.	Principal-II	23
Betaganso, Belinda S.	Principal-II	34
Celetaria, Estrella T.	Principal-II	31
Ente, Rosita P.	Head Teacher III	24
Fudolin, Nicetas D.	Principal-I	29
Madrona, Dulce Jesusa P.	Nurse II	34



- III. Other applications were excluded or not granted because the purpose of Monetization is not pursuant to Sec 3 of Budget Execution Advisory No. I which states: "...approval for the payment of MLC to be charge against the FY 2020 PGF, should be rationalized limited to payment for critical, health, medical and hospital need of government employees.
- IV. For immediate dissemination.

  
BIANITO A. DAGATAN EdD, CESO V  
Schools Division Superintendent

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Sir Brian



REPUBLIC OF THE PHILIPPINES  
Department of Budget and Management  
Regional Office VII  
Sudlon Lahug, Cebu City

DEPARTMENT OF BUDGET  
AND MANAGEMENT  
**RELEASED**  
DATE: 4/8/2020  
BY: [Signature]  
TIME: 4:00  
REGION 7, CEBU CITY

April 7, 2020

The Schools Division Superintendent  
Department of Education (DepEd)  
Office of the Secretary  
Division of Bohol  
Carlos P. Garcia, Tagbilaran City

**ADVICE OF NCA ISSUED**  
**Fund Cluster 01**

Dear Sir / Madam:

Please be informed that the amount of EIGHT HUNDRED FORTY-SEVEN THOUSAND EIGHT HUNDRED FORTY-THREE PESOS ONLY (P847,843.00) was credited to your account, as follows:

NCA No. : NCA-ROVII-20-0004893  
MDS Sub-Account No. : 200030-780-7  
GSB Branch : DBP - Tagbilaran City  
Purpose : To cover payment for monetization of leave credits for CY 2020 of 12 personnel per attached list

It is understood that validity of the NCA shall be in accordance with the provisions of Section 6.0 of Circular Letter No. 2013-12.

The attached Monthly Requirement Schedule for NCAs (MRS-NCA) presents the details on the funding source/s as well as the specific period/s for the bank to credit the programmed amounts to the specified MDS Sub-account/s.

Please be reminded that all taxes withheld shall be remitted to the Bureau of Internal Revenue through a Tax Remittance Advice pursuant to the provisions of DOF-DBM Joint Circular No. 1-2000A dated July 31, 2001.

Further, actual utilization/disbursements out of the cash allocation shall be subject to the existing budgeting, accounting, and auditing rules and regulations.

Very truly yours,

  
WENDEL E. AVISADO  
Secretary

Monetization



MONTHLY REQUIREMENTS SCHEDULE (MRS) FOR NOTICE OF CASH ALLOCATION (NCA) FOR JANUARY TO JUNE, FY 2020  
(In Pesos)

Department : Department of Education (DepEd)  
 Bank : Development Bank of the Philippines  
 Fund Cluster : 01 - Regular Agency Fund  
 NCA Type : REG  
 Barcode : NCA-2020-RCV/1003788  
 NCA No. : NCA-ROVII-20-0004893

Particulars	Funding Source	Bank Branch	MDS Account Number	ALLOT.	Monthly Cash Allocation											
					January	February	March	First Quarter	April	May	June	Second Quarter				
Office of the Secretary Division of Bohol Pension and Disability Fund	01101407	Tagbilaran City	28905-700-7	PS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	847,543.00		
				MCOE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
				FinEx	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				CO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>GRAND TOTAL</b>					0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	847,543.00			

CERTIFIED CORRECT :

*[Signature]*  
 IMELDA C. LACERAS  
 Director, ROVII 73 A

DIVISION OF BOHOL  
MONETIZATION OF LEAVE CREDITS

DMS No: 2020-ROVII-0035670

SARO-ROVII-20-0006569  
Date: April 7, 2020  
Amount: P 847,843

NCA-ROVII-20-0004893  
Date: April 7, 2020  
Amount: P 847,843

	Name of Employee	Position	Applied Leave	Highest Salary Received	Total Money Value
1	Yecyec, Cesaria C.	PSDS	24	70,118.00	81,100.22
2	Araña, Remigio A.	Principal-I	60	47,530.00	137,435.94
3	Lusica, Aida O.	Principal - I	39	46,791.00	87,944.40
4	Napalla, Jocelyn	Head Teacher-III	25	36,369.00	43,818.01
5	Lusica, Annabel P.	Principal - I	25	48,281.00	58,169.79
6	Rara, Nida B.	Head Teacher-III	27	36,369.00	47,323.45
7	Batilong, Josefina R.	Principal-II	23	55,248.00	61,238.66
8	Betaganso, Belinda S.	Principal-II	34	52,703.00	86,356.60
9	Celetaria, Estrella T.	Principal - II	31	55,248.00	82,539.06
10	Ente, Rosita P.	Head Teacher-III	24	35,522.00	41,085.63
11	Fudolin, Nicetas D.	Principal - I	29	47,530.00	66,427.37
12	Madrona, Dulce Jesusa P.	NURSE II	34	33,202.00	54,403.20
<b>GRAND TOTAL</b>					<b>847,842.32</b>

Excluded in the list:

Name of Employee	Item No./Designation	Applied Leave	Highest Salary Received	Remarks
The following are excluded since the reason for the monetization is not pursuant to Sec. 3 of Budget Execution Advisory No. 1, which states: "...approval for the payment of MLC to be charged against the FY 2020 PGF, should be rationalized and limited to payment for critical health, medical and hospital needs of government employees and				
1	Avenido, Edilberto B.	PSDS	40	67,933.00
2	Balduman, Ma. Rowena L.	PSDS	34	67,933.00
3	Castillo, Generosa T.	PSDS	26	67,933.00
4	Kibir, Lolita M.	PSDS	28	70,118.00
5	Luga, Vitaliano A.	PSDS	37	71,237.00
6	Mendez, Lourdes A.	PSDS	21	69,017.00
7	Patulin, Alberta P.	PSDS	48	69,017.00
8	Sergio, Ranque O.	PSDS	29	70,118.00
9	Bayron, William P.	ADA-I	24	12,244.00
10	Betonio, Charilyn M.	ADAS III	19	18,784.00
11	Bongalos, Isidra L.	ADA - I	32	11,745.00
12	Bongalos, Ronan C.	ADAS III	30	19,100.00
13	Daniela, Jonathan I.	ADA - I	25	11,942.00
14	Espino, Charlie L.	ADAS III	19	18,784.00
15	Sian, Joselito F.	ADA-I	55	11,942.00
16	Tayabas, Ma. Teresa G.	ADAS-II	30	17,663.00
17	Toledo, Tomas C.	ADA-I	35	12,143.00
18	Villapaz, Emalyn A.	ADAS-II	34	17,823.00
19	Virtudazo, Jenalyn T.	ADAS III	34	18,784.00
20	Abellana, Ronnie J.	Principal-I	31	49,044.00
21	Adlaon, Vicentina C.	Head Teacher-1	26	29,621.00
22	Aguilar, Martina B.	Principal-IV	26	67,933.00
23	Alacida, Nida A.	Head Teacher-I	25	29,277.00
24	Alampayan, Ma. Teresita I.	Principal-II	29	52,703.00
25	Albaran, Erlinda P.	Principal-I	34	49,044.00
26	Alfuerto, Aurelio	Head Teacher-I	86	29,277.00
27	Amolat, Cipriana B.	Head Teacher-I	47	29,277.00
28	Ancog, Amelia N.	Principal-I	20	49,044.00

only 12 out of 176 personnel were granted Monetization

	Name of Employee	Item No./Designation	Applied Leave	Highest Salary Received	Remarks
29	Anto, Reynaldo D.	Principal-II	37	55,248.00	
30	Aparece, Emma M.	Head Teacher-I	22	29,969.00	
31	Aparicio, Dulce B.	Principal-I	27	49,044.00	
32	Areglado, Estella A.	Principal-II	28	55,248.00	
33	Atabelo, Wenceslao A.	Principal-II	26	55,248.00	
34	Avenido, Karen V.	Head Teacher-I	58	29,277.00	
35	Avergonzado, Cora C.	Head Teacher-III	115	35,522.00	
36	Ayento, Guardiano C.	Principal-I	31	49,044.00	
37	Banilad, Jonacel C.	Principal-I	48	46,791.00	
38	Belnas, Delia R.	Principal-I	25	49,044.00	
39	Bernante, Isidrita T.	Head Teacher-III	28	36,801.00	
40	Besas, Elvira J.	Head Teacher-I	30	29,277.00	
41	Bontog, Antonniette C.	Principal - I	35	49,044.00	
42	Boyles, Helen B.	Head Teacher - I	32	29,277.00	
43	Buhawi, Elvira M.	Principal - I	49	46,791.00	
44	Buslon, Natividad A.	Principal - I	25	48,281.00	
45	Butcon, Julius U.	Head Teacher-III	34	35,522.00	
46	Cabagnet, Romula P.	Principal - I	25	50,608.00	
47	Cabalit, Florencia S.	Principal - I	42	49,044.00	
48	Caderaao, Anatolio G.	Head Teacher-III	26	35,106.00	
49	Chatto, Claudio S.	Principal - I	21	49,044.00	
50	Codilla, Mary Grace C.	Head Teacher - I	23	29,969.00	
51	Celocia, Raphael T.	Principal - II	26	54,386.00	
52	Cenabre, Romulo S.	Principal - III	23	62,229.00	
53	Cenita, Ma. Pamela N.	Principal - II	25	59,353.00	
54	Ceniza, Aquiles B.	Principal - I	37	49,820.00	
55	Concon, Ernesto P.	Principal - I	33	49,044.00	
56	Cubarol, Marilou	Principal - II	23	53,537.00	
57	Dagodog, Nino Nelson L.	Principal-I	26	46,791.00	
58	Dagohoy, Roselo P.	Head Teacher-III	24	35,943.00	
59	Danila, Jundell A.	Principal-I	27	49,044.00	
60	Dapar, Marcelo Jr. A.	Principal-II	26	54,386.00	
61	Derosahinto, Emmalinda V.	Head Teacher-III	38	36,801.00	
62	Divinagracia, Agapita D.	Principal - I	23	49,044.00	
63	Duitra, Dahlia Milagrosa J.	Principal - I	22	47,530.00	
64	Ejoc, Marina M.	Principal - I	42	49,044.00	
65	Estorgio, Ma. Theresa O.	Principal - I	22	47,530.00	
66	Fronteras, Isidro A.	Principal - I	34	49,044.00	
67	Gabisan, Lorenza F.	Principal-I	18	49,044.00	
68	Gilay, Esterlita N.	Principal - I	18	49,044.00	
69	Golosino, Evelyn P.	Head Teacher-III	27	35,943.00	
70	Golosino, Isabelo B.	Head Teacher-III	24	38,128.00	
71	Guarin, Reuel G.	Head Teacher-III	25	35,106.00	
72	Guirit, Hipolito M.	Principal - I	52	47,530.00	
73	Gulay, Rosalina L.	Principal - III	26	62,229.00	
74	Inson, Felix M.	Head Teacher - I	29	29,277.00	
75	Ladaran, Ma. Zena M.	Principal-II	27	55,248.00	
76	Limpag, Marilou	Head Teacher - I	22	30,322.00	
77	Lloren, Marcelo C.	Principal -II	27	52,703.00	
78	Lofranco, Francisco O.	Principal - III	31	60,296.00	
79	Loyota, Ma. Asuncion D.	Principal - I	20	49,044.00	
80	Luega, Briellena M.	Principal - I	26	49,044.00	
81	Lusica, Leonita M.	Head Teacher-III	23	36,369.00	
82	Maglajos, Annabelle Argea A.	Principal - I	31	48,281.00	
83	Malaran, Lolita Q.	Principal - I	20	49,044.00	
84	Mejias, Efrose John T.	Principal - I	25	48,281.00	
85	Melloria, Ignacia L.	Head Teacher-III	23	36,801.00	
86	Molina, Leizel S.	Principal - I	22	46,791.00	
87	Montuya, Mercedes R.	Principal-II	65	52,703.00	
88	Ojendras, Rene T.	Head Teacher-III	83	35,943.00	
89	Ontong, Josephine P.	Principal - I	20	49,044.00	
90	Oracion, Juana T.	Principal - I	26	48,281.00	

	Name of Employee	Item No./Designation	Applied Leave	Highest Salary Received	Remarks
91	Orapa, Josefina B.	Head Teacher - I	25	29,969.00	
92	Orias, Rosita M.	Principal - I	26	47,530.00	
93	Padillo, Breeza C.	Principal - I	24	47,530.00	
94	Palaca, Alpia F.	Principal - I	26	48,281.00	
95	Aljo, Zenaida M.	Principal-I	54	47,530.00	
96	Mante, Regie L.	Principal - I	56	47,530.00	
97	Mapute, Agnes B.	Head Teacher - I	27	29,277.00	
98	Palban, Elsa M.	Principal - I	35	49,044.00	
99	Pamaong, Mila T.	Principal-I	18	48,298.00	
100	Pangan, Rogelia A.	Principal-II	30	53,537.00	
101	Pelino, Estrella I.	Principal - I	27	48,281.00	
102	Piquero, Teodocio J.	Head Teacher-III	27	35,106.00	
103	Pogoy, Miguel	Principal IV	27	69,017.00	
104	Ramos, Melinda M.	Head Teacher-III	24	36,390.00	
105	Rebosura, Marilyn U.	Principal - I	24	47,530.00	
106	Reyes, Marcela C.	Principal - I	21	49,044.00	
107	Ruiz, Ma Lourdes C.	Principal - I	25	47,530.00	
108	Salaum, Marcelino A.	Head Teacher-III	25	35,522.00	
109	Salas, Ma. Theresa P.	Principal - I	26	49,044.00	
110	Salazar, Vicente B.	Principal-II	25	53,537.00	
111	Salgados, Beverly A.	Head Teacher-III	23	35,943.00	
112	Salise, Rosanna R.	Principal - I	24	49,044.00	
113	Samputon, Vivian B.	Principal-II	26	52,703.00	
114	Silmaro, Edgardo A.	Head Teacher-III	24	35,522.00	
115	Sosoban, Marcial C.	Head Teacher-III	25	35,522.00	
116	Sumaylo, Regina M.	Principal - I	31	48,281.00	
117	Suric, Neciforo P.	Principal-III	35	59,353.00	
118	Tolop, Maria Luisa F.	Principal-III	27	61,255.00	
119	Tura, Isabelita R.	Head Teacher-III	24	35,106.00	
120	Unajan, Delia L.	Principal - I	23	44,044.00	
121	Ylaya, Ma. Janece V.	Principal - I	22	47,530.00	
122	Valentos, Angelita T.	Principal - I	24	47,530.00	
123	Bastes, Leoncio B.	ADAS-II	27	17,505.00	
124	Bermoy, Neciforo U.	ADAS - I	69	17,101.00	
125	Calunsag, Alodia M.	ADAS III	19	19,100.00	
126	Capuno, Leo K.	ADMIN AIDE-I	43	12,244.00	
127	Estoquia, Lucena G.	ADA-I	24	12,244.00	
128	Malaran, Evelyn J.	ADA VI	19	16,378.00	
129	Ranara, Jasmin B.	ADA-IV	36	14,020.00	
130	Salamanca, Marina S.	ASDS	53	96,985.00	
131	Ungab, Mercedes B.	ADA - I	32	12,143.00	
132	Casocot, Eufemia R.	Principal - I	19	47,530.00	
133	Corbita, Edwin Isidor S.	Principal - I	25	49,044.00	
134	Garcia, Loreta Q.	Principal - I	27	49,044.00	
135	Hornido, Ma. Gina G.	Principal - I	31	49,044.00	
136	Maglajos, Felimon B.	Principal - I	23	49,044.00	
137	Lumictin, Jimmy G.	ADAS III	35	18,784.00	
138	Naparota, Helen B.	ADAS-II	23	17,663.00	
139	Casimsiman, Noel A.	Head Teacher-I	32	29,277.00	
140	Padillo, Israel S.	Head Teacher - I	24	29,277.00	
141	Arcales, Alberto Noel Z.	NURSE II	26	34,393.00	
142	Caberte, Marites C.	DENTAL AIDE	39	14,020.00	
143	Duavis, Marilu M.	NURSE II	46	33,991.00	
144	Maslog, Vina A.	DENTIST II	38	41,296.00	
145	Montuya, Arquelao P.	DENTAL AIDE	75	14,567.00	
146	Solis, Ramon Jr. D.	DENTAL AIDE	32	14,567.00	
147	Gasco, Noreen L.	ASSP-I	23	46,791.00	
148	Lansang, Lydith T.	ADAS-II	36	17,505.00	
149	Borja, Fernandita B.	NURSE II	22	32,053.00	
150	Busano, Maura G.	PSDS	16	67,933.00	
151	Apale, Esmeralda T.	MT-I (SIC)	18	43,172.00	no attached designation order

Name of Employee		Item No./Designation	Applied Leave	Highest Salary Received	Remarks
152	Calixtro, Niza B.	T-III (SIC)	48	28,028.00	no attached designation order
153	Ceño, Ma. Adoracion S.	T-III (SIC)	30	27,703.00	no attached designation order
154	Degamo, Nanette G.	MT-I (SIC)	19	43,172.00	no attached designation order
155	Guimbaleña, Ma. Delsa E.	MT II (SIC)	24	47,530.00	no attached designation order
156	Logarta, Fe G.	MT II (SIC)	43	48,281.00	no attached designation order
157	Olpindo, Wenie D.	T-III (SIC)	27	26,754.00	no attached designation order
158	Amora, Luz C.	TCH1	30	22,600.00	no attached designation order
159	Astillo, Alicia R.	MTCHR1	36	44,210.00	no attached designation order
160	Bicada, Benedicto	TCH3	34	27,703.00	no attached designation order
161	Cutamora, David F.	MTCHR1	32	43,172.00	no attached designation order
162	Derosahinto, Alejandro	TCH3	35	28,028.00	no attached designation order
163	Ranque, Cyrus B.	TCH1	25	22,316.00	no attached designation order
164	Soria, Zarina L.	TCH1	48	22,889.00	no attached designation order