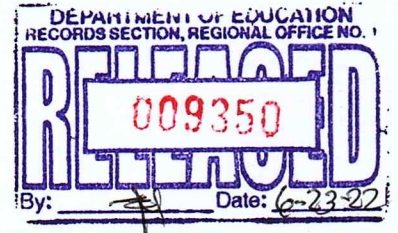




Republic of the Philippines  
**Department of Education**  
Region I




Office of the Regional Director

REGIONAL MEMORANDUM  
No. 692, s, 2022

**REQUEST FOR TERMINAL LEAVE BENEFITS**

To: Schools Division Superintendents  
Secondary School Principals

1. The Lump-Sum Appropriation for Terminal Leave Benefits lodged at the Regional Office in the total amount of FORTY-SIX MILLION TWO HUNDRED FIFTY-FIVE THOUSAND PESOS ONLY (Php46,255,000.00) has already been exhausted.
2. Requests for the above-mentioned benefits shall be indorsed to the Department of Budget and Management for the release of Special Allotment Release Order and corresponding Notice of Cash Allocation. Anent to this, you are hereby advised to address your request to the DBM Regional Director, thru this office.
3. For other queries, please get in touch with Ms. Susan A. Villanueva of the Finance Division at (072) 682-2324 local 116 or thru CP Number 09065150965.
4. For immediate dissemination and compliance.

  
**TOLENTINO G. AQUINO**  
Director IV

Encl.: None  
Reference: None  
To be indicated in the Perpetual Index  
under the following subjects:

Terminal Leave Benefits

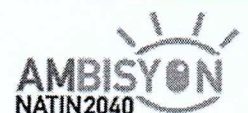
FD-BS/ass/Memo05  
June 22, 2022



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