



Republic of the Philippines
Department of Education
 REGION I

REGIONAL MEMORANDUM

No. 1021, s. 2024

To: All Schools Division Superintendents
 RO and Division Personnel Officers
 RO and Division Payroll Officers
 RO and Division Agency Authorized Officers



**IMPLEMENTATION OF EXECUTIVE ORDER No. 64, s 2024 AND
 COMPLIANCE TO OM-OUHROD-2024-A628.**

1. This to instruct all the concerned personnel regarding the implementation of EO No. 64 s, 2024 (*Updating the Salary Schedule for Civilian Government Personnel and Authorizing the Grant of an Additional Allowance, and for Other Purposes*).
2. The Personnel Officer and/or Administrative Officers are hereby instructed that the Notice of Salary Adjustments (NOSAs) shall be issued based on the National Budget Circular No. 594, s. 2024 or the Procedural Guidelines of the implementation of the First Tranche Salary Schedule.
3. Moreover, the Agency Authorized Officers (AAOs) are reminded to submit the necessary Agency Remittance Advice to GSIS as regard to the Salary Adjustment effective January 1, 2024.
4. The Division Payroll Officers shall prepare the salary differential retroactive beginning January 1, 2024, as well as the Midyear-Bonus Differential for SY 2024. The salary differential shall be subject to withholding of premiums to GSIS, Philhealth and tax.
5. Furthermore, all SDOs shall be required to submit status report on the preparation of NOSAs and salary Differential to the Regional Office through email (ps.region1@deped.gov.ph) on or before **August 29, 2024**. The consolidated report would subsequently be submitted to Central Office on **August 30, 2024**.
- 6.. For strict compliance

TOLENTINO G. AQUINO
 Director IV

Encl.: As Stated

References: As Stated

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

BONUS GUIDELINES OFFICIALS ORDER PERSONNEL
 SALARY



AD/PS/gnn/RM_ImplementationofEO64

August 27, 2024



Flores St., Catbangan, City of San Fernando, La Union
 Telephone Nos.: (072) 607-8137/682-2324

DepEd Region I | region1@deped.gov.ph | www.depedro1.com

