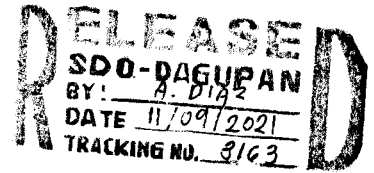




Republic of the Philippines
Department of Education
REGION I


SCHOOLS DIVISION OFFICE DAGUPAN CITY



DIVISION MEMORANDUM

NO. 300, s. 2021

To: Assistant Schools Division Superintendent
Education Program Supervisors
Public Schools District Supervisors
School Principals/Heads (Public Elementary and Secondary Schools)
Non-Teaching Personnel

From:  **AGUEDO C. FERNANDEZ, CESO VI**
Assistant Schools Division Superintendent
OIC- Schools Division Superintendent

Date: November 9, 2021

Subject: **PROCESSING OF REQUESTS FOR MONETIZATION**

This office received several applications for monetization even before October, 2021 and such were forwarded to the Regional Office. However, the Regional Office returned almost all of the applications due to non-compliant with the DBM Circular Letter No. 2021-4, item no. 2.4, which gives priority to requests covering *critical health, medical and hospital need of the government employees and immediate members of the family.*

Further, the regional office had advice this office to evaluate said applications and only those applications which qualifies said DBM Circular shall be forwarded to them.

Those applications which do not qualify will just be put on standby and if before the end of the year there will emerge savings from the division offices funds such shall be divided equitably among those who applied for monetization.

For your information and guidance.



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