



Republic of the Philippines
Department of Education
 REGION IX
 SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

MEMORANDUM

No. 239, s. 2023

To: OIC - Assistant Schools Division Superintendent
 Chief, Curriculum Implementation Division
 Chief, School Governance and Operations Division
 Education Program Supervisors
 Unit/Section Heads
 Public Schools District Supervisors
 Principals In-Charge of the District
 Elementary and Secondary School Heads/Principals/TIC
 All Employees
 All Others Concerned

From: *Deer*
SHERLITO E. SAGAPSAPAN
 Chief Education Supervisor
 School Governance and Operations Division
 Officer-In-Charge
 Office of the Schools Division Superintendent

Subject: **COMPLIANCE OF THE REQUIREMENTS FOR THE ONE-TIME
 RELEASE OF RICE ALLOWANCE**

Date: May 19, 2023

1. Pursuant to the *Implementing Guidelines on the One-Time Grant One-Time Grant of Rice Assistance to All Government Employees and Workers for Fiscal Year 2022*(Per Administrative Order No. 2, dated December 16, 2022), **all employee-beneficiaries who are included in the masterlist shall affix their signatures in the Annex B.**
2. All PSDSs, PCIDs, Secondary School Principals and Secondary Head Teachers shall facilitate the signing of the Annex B by the employee-beneficiaries under their district/school, to wit:
 - a. BARCELONA DISTRICT - PICD CRISTINA Z. VILLORIA
 - b. BAYLIMANGO DISTRICT - PSDS JIMMY B. GAHUMAN
 - c. DAPITAN CENTRAL DISTRICT - PSDS JOY I. CAGBABANUA
 - d. POTUNGAN DISTRICT - PICD JOSE C. OVERA
 - e. SULANGON DISTRICT - PSDS ELSA Q. ARANAS
 - f. BARCELONA NHS - LEAH B. ACOYMO
 - g. ILAYA NHS - ALLAN D. BENDAÑO
 - h. BAYLIMANGO NHS - JOFREY B. MALANA

Department of Education
 Division of Dapitan City
RELEASED
 NO 239 DATE MAY 22 2023
 TIME 4:02 BY *[Signature]*



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- i. DAKAK NHS - CLARENCIO A. ELUMBA IV
 - j. ORO NHS - WEVINA A. QUIZO
 - k. DAPITAN CITY NHS - JR SIMED JOSEPH B. SAGUIN
 - l. ASENIERO NHS - RIZA A. PENASO
 - m. POTUNGAN NHS - REY I. JATICO
 - n. SULANGON NHS - WENEY P. AMORES
-
3. Employees who are under in the **SDO PERSONNEL, SUPPLEMENTARY AND SENIOR HIGH SCHOOL MASTERLISTS**, kindly look for Ms. Kathleen Claire B. Napigkit of the CID Section.
 4. Employees who **fail** to sign the Annex B **SHALL NOT** receive the Rice Allowance.
 5. The Annex B forms are placed in the pigeonhole of each district and must be completed and resubmitted on/before **May 29, 2023**.
 6. The masterlist of the One-Time Grant of Rice Assistance can be accessed through this link : tinyurl.com/3tn72m24
 7. Dissemination and strict compliance of this memorandum is desired.

