



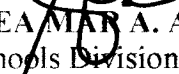
April 18, 2016

DIVISION MEMORANDUM
No. 188, s. 2016

ADDENDUM TO DIVISION MEMORANDUM No. 166

To: **Bookkeepers and Disbursing Officers
of Implementing Units**

1. Relative to Division Memorandum No. 166, s. 2016, entitled **Teachers' Year-End Clearance**, the Bookkeepers and Disbursing Officers of Implementing/Operating Units are also hereby directed to ensure non-payment of the Proportional Vacation Pay (PVP) to teachers who fail to comply with the said Memorandum. -
2. Willful disregard hereof will result in administrative action.
3. Wide dissemination of this Memorandum is encouraged and its strict compliance required.


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