

Republic of the Philippines

Department of Education

Region VII, Central Visayas

DIVISION OF CEBU PROVINCE

Sudlon, Lahug, Cebu City



September 14, 2017



DIVISION MEMORANDUM

No. 597 s., 2017

DEADLINE FOR SUBMISSION OF UNPAID CLAIMS FOR THE 3 QUARTERS OF CY 2017

To : Public Schools District Supervisors
School Heads/OICs/Caretakers
District Senior Bookkeepers
Teaching and Non-Teaching Personnel

1. The field is hereby informed that the Notice of Cash Allocation (NCA) from the bank will lapse on September 29, 2017.
2. Relative to this, this Office through the Accounting Section hereby announces the deadline for the submission of unpaid claims on September 20, 2017 to give them enough time to process all claims. As per record filed in the Accounting Section, there are still so many who have not yet submitted their claims for salaries and other benefits from January 2017 until to date.
3. Please be informed further that any unpaid claims submitted for the three quarters after the lapsing of the NCA may result to delayed payment and this Office will not be made liable for whatever complaints that may arise resulting to the delayed submission of all claims at your respective districts.
4. Immediate and wide dissemination of this Memorandum is desired.


RHEA MARIA A. ANGTUD, Ed.D., CESO VI
Schools Division Superintendent 

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