



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

January 3, 2022

**REGIONAL MEMORANDUM**

No. **004**, s. 2022

**ASSIGNMENT OF PAYROLL INCHARGE FOR CALENDAR YEAR 2022**

To: Schools Division Superintendents  
All Others Concerned

1. Effective January 2022, Regional Payroll Incharge are hereby assigned as follows:

<b>NAME OF PAYROLL INCHARGE</b>	<b>DIVISION/SCHOOL</b>	<b>DIVISION CODE</b>	<b>NUMBER OF EMPLOYEES</b> as of December 2021
<b>Milgrace A. Gaddi</b>	Baybay City (Elem)	402	773
	Baybay City (JHS)	402	218
	Baybay City (SHS)	402	111
	Ormoc City (Elem)	096	1,281
	Ormoc City (JHS)	096	400
	Ormoc City (SHS)	096	220
	Ipil NHS (IU)	096	94
	Ormoc City NHS (IU)	096	283
<i>Sub-Total</i>			<b>3,380</b>
<b>Regin T. Virtudes</b>	Biliran (Elem)	142	1,436
	Biliran (JHS)	142	445
	Biliran (SHS)	142	198
	Tacloban City (Elem)	097	1,278
	Tacloban City (JHS)	096	136
	Tacloban City (SHS)	097	195
<i>Sub-Total</i>			<b>3,688</b>
<b>Nenita D. Malquisto</b>	Borongan City (Elem)	403	578
	Borongan City (JHS)	403	115
	Borongan City (SHS)	403	111
	Samar (Elem)	063	4,726



	Samar (JHS)	063	1,513
	Samar (SHS)	063	499
	<i>Sub-Total</i>		<b>7,542</b>
<b>Joselito E. Enriquez</b>	Calbayog City (Elem)	095	1,491
	Calbayog City (JHS)	095	681
	Calbayog City (SHS)	095	189
	Eastern Samar (Elem)	064	3,530
	Eastern Samar (JHS)	064	941
	Eastern Samar (SHS)	064	469
	<i>Sub-Total</i>		<b>7,301</b>
<b>Maria Cynthia A. Tuazon</b>	Catbalogan City (Elem)	401	761
	Catbalogan City (JHS)	401	156
	Catbalogan City (SHS)	401	143
	Catbalogan City NCHS	401	58
	Northern Samar (Elem)	045	5,302
	Northern Samar (JHS)	045	1,461
	Northern Samar (SHS)	045	690
	<i>Sub-Total</i>		<b>8,571</b>
<b>Remedios L. Alejandro</b>	Leyte I (Elem)	027	6,429
	Leyte II (Elem)	105	2,301
	Leyte III (Elem)	106	1,855
	<i>Sub-Total</i>		<b>10,585</b>
<b>Judith P. Antido</b>	Leyte (JHS)	027	4,288
	Leyte (SHS)	027	1,304
	<i>Sub-Total</i>		<b>5,592</b>
<b>Fernanda L. De la Cruz</b>	Maasin City (Elem)	285	657
	Maasin City (JHS)	285	292
	Maasin City (SHS)	285	51
	Southern Leyte (Elem)	061	2,597
	Southern Leyte (JHS)	061	1,149
	Southern Leyte (SHS)	061	333
	<i>Sub-Total</i>		<b>5,079</b>
<b>Nerio Clenton R. Areglado</b> <i>(Focal Person/Incharge of Loan and Remittances Verification)</i>	Regional Office	001	124
<b>TOTAL</b>			<b>51,862</b>

2. The Schools Division Offices are advised to coordinate with their assigned Regional Payroll Incharge on matters relative to payroll concerns.
3. Immediate dissemination of and compliance with this Memorandum are desired.

for: *rbmif*  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director *A*

Enclosure: None

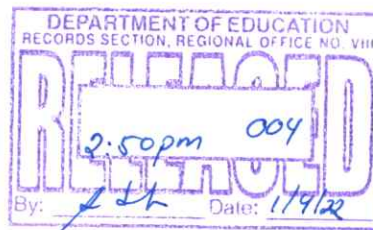
Reference: RM No. 002, s. 2021

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

ASSIGNMENT

DIVISION

PAYROLL INCHARGE



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