



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

11/25

August 8, 2022

REGIONAL MEMORANDUM

No. **888**, s. 2022

**HANDS-ON TRAINING ON PREPARATION
AND PROCESSING OF PAYROLL**

To: Schools Division Superintendents
Divisions of Calbayog City, Baybay City, and Southern Leyte
All Others Concerned

1. For a more detailed training on payroll system, the Schools Division Superintendents of the Divisions of Calbayog City, Baybay City, and Southern Leyte are requested to send two (2) payroll incharge to a Hands-on Training on Preparation and Processing of Payroll on **August 24-25, 2022** at the Administrative Division-Personnel Section_Payroll Services, DepEd Regional Office VIII, Government Center, Candahug, Palo, Leyte.
2. Board and lodging, travel, and other incidental expenses of the participants are chargeable against Division Local fund subject to the usual accounting and auditing rules and regulations.
3. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director

Enclosure: None

Reference: Memo from Dir. Abanil dated May 26, 2022; RM 780, s. 2022; RM 820, s. 2022
To be indicated in the Perpetual Index under the following subjects:

DOWNLOADING
HANDS-ON TRAINING
PAYROLL SYSTEM

AD-PS-EDR

