



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY

December 15, 2022

DIVISION MEMORANDUM
No. 5 1 6 - 2 0 2 3

SCHEDULE OF DISTRIBUTION OF SERVICE RECOGNITION INCENTIVE (SRI)

To: All Education Program Supervisors
Public Schools District Supervisors
Public School Heads
Teaching and Non-Teaching Personnel
Others Concerned

- Relative to the issuance of the Department of Education (DepEd) on the releasing of Service Recognition Incentive (SRI), this Office announces the schedule of distribution of the SRI for FY 2023 to qualified DepEd-Schools Division officials and employees at the PFVR gymnasium.
- To ensure a smooth distribution of the aforementioned incentive, the schedule will be as follows:

DATE	TIME	STATION	SURNAME
December 20 1. ELEMENTARY & SENIOR HIGH SCHOOL Teaching & Non-Teaching Staff 2. SCHOOL HEADS 3. SDO PROPER PERSONNEL	8:00-5:00	1	ABAD - ALBANIA
		2	ALBANO - AVILA
		3	AWAS - BARTOLOME
		4	BASA - BUASEN
		5	BUCCAT - CARANTO, EMMANUEL
		6	CARANTO, RICHARD - COPILING
		7	COPSIYAN - DE VERA, EDDAH GRCE
		8	DE VERA, GLORIA - ELEGADO, LEONILA
		9	ELEGADO, MARIA RHODA - GALONG, JULIE AN
		10	GALONG, SHIELA - IDOS
		11	IGHARAS - LAURIAN
		12	LAVENTA - MAGBANUA
		13	MAGLAYA - MISA
		14	MOCAY - OROGO
		15	ORTIGA - PEDLING
		16	PEDNGA - ROMERO
		17	ROMILLO - SIBLAGAN
		18	SIDING - TAYABAN, GLYNN JOY
		19	TAYABAN, JENNIFER - WAGAYAN
		20	YADAO - ZUÑIGA
			PRORATED SRI
			INACTIVE EMPLOYEES ELIGIBLE FOR SRI






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DATE	TIME	STATION	SURNAME
December 21 1. JUNIOR HIGH SCHOOL (NON-IUs)	8:00-5:00	1	ALIBA – GABRIEL
		2	GAL AUS – MIRANDA
		3	MOLINA – WANAGEN
		4	PRORATED SRI INACTIVE EMPLOYEES ELIGIBLE FOR SRI NEWLY HIRED, PROVISIONAL AND SUBSTITUTE TEACHERS (Elementary & Secondary)

- All qualified employees shall receive their incentives in cash on December 20-21, 2023. Distribution via payroll ATMs shall only be afforded for employees who are in the far-flung areas, and only upon their written request. However, this will only be available in their accounts at a latter date and not during the distribution date due to bank processing.
- For verification of identity, please bring two (2) valid IDs.
- Implementing Units are also directed to observe the guidelines for the releasing of the SRI.
- Immediate dissemination of and compliance with this memorandum is desired.


SORAYA T. FACULO PhD, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

