



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE – MARIKINA CITY

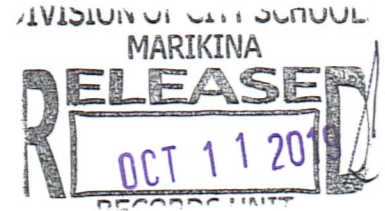
Shoe Ave., Sta. Elena, Marikina City
+63 (02) 682-2472 / 682-3989 (CID) / 369-9046(SGOD)
<https://depedmarikina.ph> / (email) sdo.marikina@deped.gov.ph



October 08, 2019

MEMORANDUM TO:

To: Chief Education Supervisors, SGOD & CID
Secondary School Principals
Elementary School Principals
Officers-in-Charge
SDO Unit Heads
All Concerned



GRANT OF LOYALTY PAY 2019

The field is hereby informed that those who were hired in years 1979, 1984, 1989, 1994, 1999, 2004 and 2009 may be entitled to Loyalty Pay, provided they meet the following conditions set forth in CSC MC No. 6 s. 2002, as follows:

- The official or employee has completed at least ten (10) years of continuous and satisfactory service in the government;
- The official or employee has NOT incurred an aggregate of more than fifty (50) days authorized leave **without pay** within the 10-year period; and
- The official or employee has NOT incurred an aggregate of more than twenty-five (25) days authorized vacation leave without pay within the 5-year period to qualify for the 5-year milestone loyalty award.

To avail the loyalty pay, kindly submit on or before October 25, 2019 to the Human Resource Management Office, this division, the following:

- photocopy of the original appointment paper as permanent employee;
- updated service record; and
- photocopy of LBP atm card (salary) and name of school

Immediate and wide dissemination of this Memorandum is desired.


JOEL T. TORRECAMPO

Assistant Schools Division Superintendent
Officer In-Charge
Office of the Schools Division Superintendent