



Republic of the Philippines  
**Department of Education**  
Region XI  
SCHOOLS DIVISION OFFICE OF DAVAO ORIENTAL

**Office of the Schools Division Superintendent**

DIVISION MEMORANDUM  
No. 013, s. 2024

TO : CONCERNED PERSONNEL

SUBJECT : **SUBMISSION OF SCANNED COPY OF 2022 PAYSLIP FOR  
DEPED-NEU COLLECTIVE NEGOTIATION AGREEMENT (CNA)  
INCENTIVE**

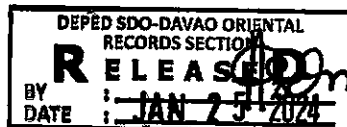
DATE : January 24, 2024

In accordance with the requirements set forth by the Department of Education-National Employees' Union (DEPED-NEU), submission of payslip of personnel who undergone payroll deductions for DEPED-NEU contributions are required. The following personnel are as follows;


Employee Number	Employee Name
6396690	Richel Jayme Bohol
1120111	Bernadeth D. Gentiles
6347050	Arlene H. Lim
9130110	Marvin Jose C. Simbajon
6343980	Chona M. Tan
1120109	Manuel P. Vallejo
9130109	Emmanuel S. Masin

Please submit the scanned copy of your 2022 payslip (January-December 2022), clearly indicating the DEPED-NEU deductions to [davor.accounting@deped.gov.ph](mailto:davor.accounting@deped.gov.ph) not later than January 26, 2024.

Your prompt action to this matter is required.



11:14 A.M

  
**DR. JOSEPHINE L. FADUL**  
Schools Division Superintendent



Address: Government Center, Dahican, Mati City  
Contact No.: (087) 388-3372  
Email Address: [davao.oriental@deped.gov.ph](mailto:davao.oriental@deped.gov.ph)  
Official Website: <https://depeddavor.com/>

*"Where the Sunrise Beckons the Sweetest Smile"*



Department of Education  
**NATIONAL EMPLOYEES' UNION**  
31F Dormitory E Bldg., DepEd Complex, Meralco Ave., Pasig City  
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Telefax: (02) 637-1241 / Direct Line: (02) 633-7247  
DOLE-CSC REG. NO. 1737 / CSC ACCREDITATION NO. 862



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National President

**VACANT**

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**ATTY. DOMINGO B. ALIDON**

Central Office Chapter President

**EFREN LL. ALCERA**

OIG - Board secretary

#### A D V I S O R Y

January 12, 2024

Please be informed that the Central Office Finance Office has already downloaded the funds intended for the 2022 CNA Incentive, together with the payroll for each Region/Division, hence it is advised to proceed with the immediate release of the same to all the recipients. As to the qualified recipients whose names were inadvertently omitted or DepEd-NEU members, who are in good standing, whose incentive were deducted with agency fee, please accomplish the following requirements to expedite the payment of claims:

**FOR MEMBERS WITH MONTHLY UNION DUES DEDUCTION (whose incentive was deducted with agency fee)**

- Regular Payroll Deduction (APDS)
  - Scanned Copy of 2022 Payslip with DepEd-NEU union dues deduction indicated
- Non-APDS or Over-the-Counter Remittance
  - Proof of Payment
  - List of Names (Employee Number/Division Code/Name of Employee)

**PAYMENT OF 2022 CNA INCENTIVE (name of employee is omitted from the masterlist/payroll)**

- DepEd-NEU members and non-members
  - Personnel Division Certification of Employment
  - Scanned Copy of 2022 Payslip with DepEd-NEU union dues deduction indicated (for members only)

Deadline of submission shall be on **31 January 2024**. Claims submitted beyond the set deadline shall no longer be entertained.

  
**ATTY. DOMINGO B. ALIDON**  
National President