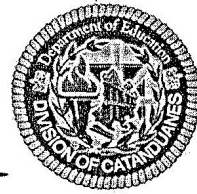




Republic of the Philippines  
 Department of Education  
 Region V (Bicol)  
**DIVISION OF CATANDUANES**  
 Virac, Catanduanes



August 19, 2014

**RELEASED**  
 Office - Division of Catanduanes  
**RECORDS SECTION**  
 Date AUG 19 2014  
 Time 9:00 am  
 By [Signature]

**MEMORANDUM**

**TO: Secondary School Heads**

Pursuant to DepEd Order No. 33, s. 2014 re: Guidelines on the Granting of Performance - Based Bonus for the Department of Education Employees and Officials for Fiscal Year 2013, the Division Performance Review and Evaluation Committee (DPREC) is now preparing/gathering the needed documents as support to the different performance indicators. Since Implementing Units have autonomy on their Local Funds, the Division Office requires the submission of the liquidation of school MOOE from January 1 to December 31, 2013 and timeliness of submission of liquidation reports on or before August 22, 2014 c/o - Mrs. Linda Icaranom following this format:

Amount Allowed for FY 2013	Amount Liquidated FY 2013	% Liquidation of MOOE	No. of late Monthly Report

For compliance.

*[Signature]*  
**JOSE L. DONCILLO, CESO VI**  
 Schools Division Superintendent