



DepEd – DIVISION OF QUEZON

Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline # (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
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Registration Number:
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UNNUMBERED MEMORANDUM

TO: Assistant Schools Division Superintendent
CID/SGOD Chief
Education Program Supervisors
Public School District Supervisors
Elementary and Secondary School Heads
All Concerned

FROM: CATHERINE P. TALAVERA, CESO VI
Schools Division Superintendent

SUBJECT: Revised Checklist of Requirements for Payroll

DATE : November 11, 2019

This Office informs all concerned of the Revised Checklist of Requirements needed in the preparation of payroll which will be effective on November 4, 2019.

The revised checklist can be accessed and downloaded in the following link below:

tinyurl.com/quezonisotemplate

For your information and guidance.

epp11/11/19

DEPEDQUEZON-TM-SDS-04-010-002

Email address: quezon@deped.gov.ph

Comments: Txt HELEN – 09178902327 (Smart/Sun/TalknTxt) 2327 (Globe and TM)

DEPED - QUEZON ICT UNIT	
UPLOADED	
Date/Time:	11-21-2019
By:	Rommel
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