



Republic of the Philippines
Department of Education
Region XII
Schools Division Office of Tacurong City

November 24, 2023

DIVISION MEMORANDUM

OSDS No. 183, s. 2023

CUT -OFF DATE OF RELEASING OF 2023 PROVIDENT FUND LOAN

To: Assistant Schools Division Superintendent
Non -IUs School Heads
Non -IUs Bookkeepers

1. The SDO Tacurong City issues this memorandum to inform all teachers, non -teaching and teaching - related personnel that application received on or before November 24, 2023, shall be processed and released not later than December 5, 2023, while applications received beyond November 24 ,2023 shall be processed but the releasing of loan shall not be earlier than January 10, 2024.
2. This is in preparation for the closing of books for the year 2023 in the Division Office to give time for the reconciliation and preparation of the provident fund report.
3. Immediate dissemination of and compliance to this Memorandum is desired.


GILDO G. MOSQUEDA, CEO VI
Schools Division Superintendent

GMS

Enclosures: None.
Reference: None
Allotment: None
To be included in the perpetual Index under
MEETING RECORDS

JGS/OSDS/DM/ SCHEDULE OF RELEASING OF PROVIDENT FUND LOAN/ NOVEMBER 24, 2023



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