



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF BULACAN

DIVISION MEMORANDUM

No. *406* s. 2025

To: Assistant Schools Division Superintendent
Division Chiefs
Public Schools District Supervisors
Elementary and Secondary School Principals/OICs
School/Districts Administrative Assistants
All Others Concerned

1. Relative to the Memorandum DM-OUHROD-2025-2298 titled Immediate Processing and Release of Medical Allowance for Individual Availment Form (Payroll Cash Disbursement), this is to announce that requests to change from Group Availment to Individual or vice-versa be reflected in the final payroll disbursement to be submitted on or before August 20, 2025.
2. The set deadline shall be the basis for the efficient preparation and release of the said benefit.
3. Please be guided accordingly.


CECILIA E. VALDERAMA, PhD

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

August 18, 2025