



Department of Education

Region V

DIVISION OF CAMARINES SUR

Freedom Sports Complex, San Jose, Pili, Camarines Sur



DIVISION MEMORANDUM no. 298 s. 2016

TO : ALL TEACHING and NON-TEACHING PERSONNEL
Public Schools District Supervisors
Elementary and Secondary School Heads
DepED-Division of Camarines Sur

FROM : *Arnulfo M. Balane*
ARNULFO M. BALANE, CESO V
Schools Division Superintendent

DATE : October 6, 2016

RE : Entitlement to salary of Personnel pending attestation of their
appointment by the Civil Service Commission (CSC)

COA Circular no. 77-62, issued on September 29, 1977 promulgated pursuant to PD 807, (otherwise known as the Civil Service Decree of the Philippines) states that:

“Section 10. An appointment issued in accordance with pertinent laws and rules shall take effect immediately upon its issuance/approval by the appointing authority, and if the appointee has assumed the duties of the position, he shall be entitled to receive his salary at once without awaiting the approval of his appointment by the Commission.”

In relation thereto, salaries of newly hired personnel of DepED-Camarines Sur Division Office, Elementary and Secondary Schools, as well as newly-hired personnel of autonomous schools, shall be allowed, provided that funds are already available therefor and upon compliance of the requirements (*hereto attached*) needed for payroll inclusion

For widest dissemination and strict compliance.