



Republic of the Philippines
Department of Education
REGION X
SCHOOLS DIVISION OF LANA DEL NORTE

DEPED LANA DEL NORTE	
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Office of the Schools Division Superintendent

June 20, 2023

DIVISION MEMORANDUM

No. 297, s. 2023

RELEASE OF ANNIVERSARY BONUS 2023

To: ALL TEACHING AND NON-TEACHING PERSONNEL
This Division

1. Administrative Order No. 263, dated March 28, 1996, *Authorizing the Grant of Anniversary Bonus to Officials and Employees of Government Entities*, and Department of Budget and Management's (DBM's) National Budget Circular (NBC) No. 452, dated May 20, 1996, *Amplifying and Clarifying the Implementation of the Grant of Anniversary Bonus to Officials and Employees of Government Entities*, state that government entities are authorized to celebrate and commemorate anniversaries with the traditional grant of Anniversary Bonus (AB) to their officials and employees, that is, starting from the fifteenth (15th) anniversary of the government agency and every fifth (5th) year thereafter, and Administrative Order No. 322 dated March 20, 1997, *Authorizing Certain Government Agencies to Undertake Activities in Preparation for their Centennial Anniversary Celebrations in 1997, 1998 and 1999*.

2. All DepEd personnel who are employed on a full-time or regular, part-time basis or under permanent, temporary or casual status, and contractual personnel whose employment is in the nature of a regular employee, and whose salaries/wages are being charged against the budgetary allocation for Personnel Services, and **have rendered at least one (1) year of service as of the date of the milestone year** are eligible to the grant of the AB; except the following:

- Those who are **on absence without leave (AWOL) as of June 23** of the milestone year for which the AB is being paid;
- Those who are **no longer in the service as of June 23** of the milestone year;
- Officials and employees who are **found guilty of any offense in connection with their work during the 5-year interval between milestone years**; and
- Consultants, Contracts of Service, Job Orders**, and others similarly situated.

3. Immediate dissemination of this memorandum is directed.

EDWIN R. VARIBOJOC, CESO V
Schools Division Superintendent



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