



Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF PANABO CITY**

**Office of the Schools Division Superintendent**

December 16, 2024

**DIVISION MEMORANDUM**

No. 0252, s. 2024

**DEADLINE FOR THE SUBMISSION/PAYMENT (ORDER OF PAYMENT) OF  
PROVIDENT LOAN**


To : Assistant Schools Division Superintendent  
Chief ES, Schools Governance and Operations Division  
Chief ES, Curriculum Implementation Division  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary and Secondary School Heads/Principals  
Section/Unit Heads, SDO  
All concerned

1. Please be informed that in preparation of the closing of books, this office sets forth the deadline for the submission of Provident Loan requirements and/or payments on or before **December 18, 2024**.
2. All personnel concerned are advised to strictly adhere to the deadline set forth to avoid delays in the processing of the provident loan.
3. For your guidance and strict compliance.

  
**JINKY B. FIRMAN, PhD, CESO VI**  
Schools Division Superintendent

**RELEASED**

**DEC 17 2024**

RECORDS SECTION SDO PANABO CITY  
BY 

Enclosed: as stated.  
OSDS/gbs/mjcs