



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

MEMORANDUM

**SCHOOL CERTIFICATE SUBMISSION WITH THE NAMES OF THE TEACHERS
WHO DIDN'T RECEIVE NEAP SIM CARDS**

To: OIC – Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads/OICs
All Others Concerned

1. Relative to the reimbursement procedure for teachers who did not receive the NEAP Communication Package and the downloading procedure for the Additional Program Support Fund for Reimbursement of Communication Package as per Memorandum ACT-2021-CO-00282, this Office requests all school heads of public elementary and secondary schools to submit a 'certification' reflecting the names of teachers who did not receive NEAP SIM Cards to the Human Resource Development (HRD) Unit c/o Mrs. Ivy M. Romano, Senior Education Program Specialist, on or before August 17, 2022. Please note that the accounting of teachers must only include those who were hired not later than October 2021.
2. Immediate dissemination of, and strict compliance to this Memorandum is desired.


CARLEEN S. SEDILLA CESOSA
Schools Division Superintendent

Encl: None
Reference: As stated
To be indicated in the Perpetual Index
under the following subjects

COMMUNICATION

TEACHERS

SCHOOLS

AFS/ School Certification - NEAP Sim

263 August 10, 2022



Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,
Muntinlupa City
(02) 805-9935, (02) 805 - 9940
sdomuntinlupa@gmail.com



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