



October 14, 2013

DIVISION MEMORANDUM

No. 625, s. 2013

FINANCIAL ASSISTANCE FOR NEWLY-HIRED PUBLIC SCHOOL TEACHERS

**To: OIC, Assistant Superintendents
Division Supervisors/Coordinators
District Supervisors/OICs
Elementary and Secondary School Heads**

1. Attached is National Teachers and Employees Cooperative Bank (NTECB) Bulletin No. 05, s. 2013, dated July 17, 2013, entitled, **"Financial Assistance for Newly-Hired Public School Teachers."**
2. Immediate and wide dissemination of this Memorandum is desired.


ARDEN D. MONISIT, Ed.D.
Schools Division Superintendent

Telephone Numbers:

Schools Division Superintendent:	(032) 255-6405
Asst. Schools Division Superintendent:	(032) 414-7457
Accounting Section:	(032) 254-2632
Disbursing Section:	(032) 255-4401
Admin/Legal:	(032) 253-7847

Website : www.depedcebuprovince.com
E-mail Add : depedcebuprovince@yahoo.com



NATIONAL TEACHERS AND EMPLOYEES COOPERATIVE BANK
Corner M. J. Cuenco & Juan Luna Avenue, Mabolo, Cebu City

NTECB BULLETIN
NO. 05 S. 2013

JULY 17, 2013

**SUBJECT : FINANCIAL ASSISTANCE FOR NEWLY-HIRED
PUBLIC SCHOOL TEACHERS**

- 1) To help newly-hired public school teachers cope with expenses relative to their teaching assignments, the National Teachers and Employees Cooperative Bank (NTECB), is extending to each of them a salary loan of P50,000.00 with-out a need for a co-maker.
- 2) The documents needed for such loan are:
 - 2.1 Application for loan duly accomplished;
 - 2.2 Photo copy of Assignment Advice or Appointment duly authenticated by the principal (or head teacher) or by the district supervisor or any of the division supervisors;
 - 2.3 Certification of first day of service signed by the principal or head teacher.


JETRO G. FALCONI
General Manager


ELADIO C. DIOKO
President