

Republic of the Philippines

Department of Education

REGION IX, ZAMBOANGA PENINSULA SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

DIVISION ADVISORY NO. 60, 2025

September 03, 2025

REFUND DUE TO EXCESS/OVERPAYMENT OF PAG-IBIG FUND SHORT-TERM LOAN (STL) AMORTIZATION PAYMENT

Relative to the communication received from the Pag-IBIG Fund Western Mindanao last September 01, 2025 in reference to their Clean-Up of Book of Accounts Payable – Borrowers, the following employees of this Division are hereby advised to process their refund application due to excess/overpayment of Pag-IBIG Fund Short-Term Loan (STL) amortization payment at the Dipolog City branch as soon as possible, to wit:

- 1. Acoymo, Leah Bael
- 2. Adasa, Hazel Bulay-Og
- 3. Adasa, Lindo Onganiza Jr
- 4. Arances, May Love Mongcupa
- 5. Baes, Richie Geromo
- 6. Ballares, Blanca Mae Montederamos
- 7. Bantilan, Rosalita Lebores
- 8. Bongcawel, Perla Dagayloan
- 9. Bongcawil, Floria Dagpin
- 10. Bulay-Og, Marimar Galleposo
- 11. Cagbabanua, Joy Ico
- 12. Calalang, Fe Quimiguing
- 13. Calio, Jolly Flor Pioco
- 14. Campos, Marrylen Percoheles
- 15. Cayongcong, Erlina Eguia
- 16. Dagpin, Hazel Bayron
- 17. Daquipil, Maureen Cotingjo
- 18. Dumasig, Chessel Bation
- 19. Eguia, Leonila Gallemit
- 20. Elcamel, Melissa Balladares
- 21. Elumba, Judith Calasang
- 22. Elumbaring, Lyra Elim
- 23. Empeynado, Maria Joan Zason
- 24. Empeynado, Sheila Inding
- 25. Enjambre, Liberty Ligason
- 26. Escudero, Rosemarie Dalman

- 27. Esmade, Marlyn Elcamel
- 28. Estoque, Andrew Legados
- 29. Lagasca, Joy Ebgao
- 30. Luna, Leonora Gajetela
- 31. Madarieta, Elsa Galan
- 32. Magsayo, Lyra Balase
- 33. Morido, Nenette Lumantas
- 34. Obnimaga, Mercedita Boligao
- 35. Panosa, Mildred Dabodabo
- 36. Perong, Jerry Maghanoy
- 37. Racho, Jocelyn Jalapadan
- 38. Realiza, Alma Rudas
- 39. Regañon, Estrella Amarille
- 40. Revil, Mariejane Gahum
- 41. Robaro, Eldie Dagpin
- 42. Ruiz, Patricia Dalman
- 43. Saguin, Rola Obordo
- 44. Saldon, Riza Turno
- 45. Sodoso, Raquel Balladares
- 46. Tagapan, Ronita Andilab
- 47. Tan, Imelda Ferraren
- 48. Tangcalagan, Jimmy Jugo





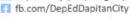






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Further, said employees are advised to fill out and submit to the Pag-IBIG Fund Dipolog City branch the Application for Refund Due to Excess/Overpayment of STL Amortization Payment Form as attached herein and a photocopy of two (2) valid government-issued identification cards.

JAY S. MONTEALTO, EdD, JD, CESO VI Schools Division Superintendent





















HQP-SLF-103

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STRUCTIONS Type or print all entries in BLOCK or C	APITAL LETTERS			DATE		
Submit this form and one (1) valid ID (<u></u>		
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EMPLOYER/BUSINESS ADDRESS						
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COMPLETE MAILING ADDRESS		CELLPHONE NO.		EMAIL ADDRESS		
		HOME TEL. NO.		BUSINESS TEL. NO.		
MODE OF REFUND CREDIT TO DISBURSEMENT CARD ACCOUNT CREDIT TO LANDBANK PAYROLL ACCOUNT CHECK DISBURSEMENT OPERATIONAL REVOLVING FUND		DISBURSEMENT/PAYROLL ACCOUNT NO.		REASON FOR REFUND		
						NAME OF BANK
SIGNATURE OF APPLICANT OVER PRINTED NAME			tele sum ues enti	DATE		
	THIS PORTIC	IN IS FOR Pag-	IBIG FUND USE ONLY			
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Pag. OF S	TL AMORTIZATION PAYMENT (Branch)	Γ .	
NSTRUCTIONS 1. Type or print all entries in BLOCK or CAPITAL LETTERS.		DATE	
2. Submit this form and one (1) valid ID (photocopy). ST NAME FIRST NAME	NAME EXTENSION MODLE NAME (e.g., Jr, II)	Pag-IBIG MID NO.	
EMPLOYER/BUSINESS NAME			
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	HOME TEL. NO.	BUSINESS TEL. NO.	
MODE OF REFUND CREDIT TO DISBURSEMENT CARD ACCOUNT CREDIT TO LANDBANK PAYROLL ACCOUNT CHECK DISBURSEMENT OPERATIONAL REVOLVING FUND	DISBURSEMENT/PAYROLL ACCOUNT NO.	REASON FOR REFUND DEXCESS/OVERPAYMENT OVER DEDUCTION OTHERS. piease specify.	
SIGNATURE OF APPLICANT OVE	R PRINTED NAME PORTION IS FOR Pag-IBIG FUND USE ONLY	DATE	
AMOUNT OF REFUND: P			
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IN CASE OF DISBURSEMENT THROUGH CHECK, THE FOLLOW MEMBER SHALL BE GIVEN SIXTY (60) DAYS FROM NOTIFICATION THE MEMBER'S TOTAL ACCUMULATED VALUE (TAV).	WING SHALL BE OBSERVED: ATION TO CLAIM THE CHECK, FAILURE TO DO SO, TH	E SAID EXCESS/OVERPAYMENT SHALL BE CREDITE	