**ANNEX H**

**TUPAD PAYROLL TEMPLATE UNDER DIRECT ADMINISTRATION**

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| **Republic of the Philippines** |
| **DEPARTMENT OF LABOR AND EMPLOYMENT** |
| **Regional Office No. \_\_\_\_\_** |

 |  |
|  | Province: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Municipality: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Barangay: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
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|  |  |
| --- | --- |
|  We hereby acknowledge to have received from DOLE RO\_\_ the sum specified opposite our respective names as full compensation for our services for the period \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. |  |
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|  |  |  |  |  |  |  |  |

Funds Available: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Chief Accountant

1. I CERTIFY on my official oath that the above 3. I CERTIFY on my official oath that I have processed the

Payroll is correct and that the services have release of funds for the payment of salaries of TUPAD

been duly rendered. beneficiaries and I have deposited the same to the bank

 account of the (indicate the name of the service provider).

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PO/FO Cashier**

2. Approved payable from appropriation. 4. I CERTIFY on my official oath that I have paid

 to each worker whose names appear

 above the amount set opposite their names.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Regional Director Service Provider Representative**