

Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Schools Division OF NEGROS ORIENTAL

**Office of the Schools Division Superintendent**

DIVISION MEMORANDUM

CID-2023- 403

12 OCT 2023

**TO :** **JIJI S. TALADUA**—District In-Charge, Jimalalud 1

**By the Authority of the Schools Division Superintendent:**

**FROM:** **MARCELO K. PALISPIS EdD, JD**  
OIC-ASDS 10/11/23  
Office in-Charge

**SUBJECT :** **CO-HOST DURING THE BUGLASAN CIVIC-MILITARY PARADE**

**DATE :** **October 11, 2023**

1. In relation to the **2023 Buglasan Festival Activities, Ms. Shaddai Lee T. Vidal of Jimalalud NHS- SPA** is hereby requested to host along with **Mr. Teofan Gallosa, EPS-II Monitoring and Evaluation** for the **Buglasan Civic -Military Parade and Float Parade Competition on October 14 and 21, 2023 at the Capitol Area in Dumaguete City.**
2. School Head of the aforementioned teacher is requested to issue a travel order.
3. Please be notified to closely coordinate with **Mrs. Jenith Corpis Cabajon, Division Coordinator in Culture and Arts** for necessary preparations of those aforementioned activities.
4. Non-Teaching personnel are entitled for a 2-day Compensatory Time-off (CTO) in accordance with Civil Service Commission (CSC) and the Department of Budget (DBM) and Management Joint Circular No.1 s. 2015, entitled "Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees."
5. For your guidance and compliance

NCO/JMA-MKP-NLR/CID/jcc  
October 10, 2023



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