



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
Schools Division Office of Negros oriental

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**Office of the Schools Division  
Superintendent**

DIVISION MEMORANDUM  
No. **17**, s. 2023

**ADDENDUM TO DM NO. 918, S. 2022 RE: "LEARNERS AT RISK OF DROPPING OUT  
(LARDO) REPORTING SYTEM CODING WORKSHOP"**

To: Assistant Schools Division Superintendent  
Chief, CID and SGOD  
Division Education Program Supervisors & Division Coordinators  
Public Schools District Supervisors/ District In-Charge  
Elementary and Secondary School Heads  
Division Guidance Core Team  
All Others Concerned

1. In view of Division Memorandum No. 918 s. 2022 titled, **Learners at Risk of Dropping Out (LARDO) Reporting System Coding Workshop,** which was on December 13-15 and 26-27, 2022, 2022 at Plaza Maria Luisa Suites Inn. In line with Proclamation No.115, this office disseminates the information on "Declaring Monday, 26 December 2022, as a Special (Non-Working) Day throughout the country."
2. Anent this, **non-teaching personnel are entitled to a one (1) -day Compensatory Overtime Credit (December 26, 2022- Monday) while Teaching personnel are entitled to a one (1)-day Service Credit (December 26, 2022- Monday),** per DepEd Order No. 53, s. 2003- Updated Guidelines on Grant of Vacation Service Credits to Teachers, and Compensatory Time-Off (CTO) per Civil Service Commission (CSC) and Department of Budget Management (DBM) Joint Circular No. 02, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered, specifically under the provision in no. 5.3 letter C "*work related to school graduation/registration where the additional work cannot be handled by existing personnel during regular hours*", the said activity cannot be further moved on other regular days .



Address:Kawasan Avenue, Capitol Area, Daro, Dumaguete City  
Telephone Nos.:(035)225-2838 / 225-0667 / 422-7644  
Email Address:negros.oriental@deped.gov.ph

3. All other provisions in the Division Memorandum No. 918, s. 2022 remain in effect.
4. For the information and compliance of all concerned.

By the Authority of the Schools Division Superintendent:



**MARCELO K. PALISPIS EdD**  
Assistant Schools Division Superintendent  
Office- In-Charge

1/9/23



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
Schools Division Office of negros oriental

**Office of the Schools Division  
Superintendent**

11 DEC 2022

DIVISION MEMORANDUM

No. 918, s. 2022

**LEARNERS AT RISK OF DROPPING OUT (LARDO) REPORTING SYSTEM  
CODING WORKSHOP**

To: Assistant Schools Division Superintendent  
Chief, CID and SGOD  
Public Schools District Supervisors/ District In-Charge  
Public Elementary and Secondary School Heads  
TMS/INSET District Coordinators  
All Others Concerned

1. The Schools Governance & Operations Division (SGOD) through the Human Resource and Development Section (HRDS) in coordination with the Information & Communication Technology Unit (ICT) and Negros Oriental Division Information System (NODiS) team will be conducting the Learners at Risk of Dropping Out (LARDO) Reporting System Coding Workshop on **December 13-15 and 26-27, 2022** at Plaza Maria Luisa Suites Inn, Dumaguete City.
2. Participants of the above-mentioned activity are the LARDORS Core Team (please see enclosure).
3. Food, accommodation, and materials during the activity shall be charged against OSEC 7-21-3214 (LOA 22-01) funds, while travelling & other incidental expenses of the participants shall be charged against School MOOE and other local funds, subject to the usual accounting and auditing rules and regulations.
4. Two (2) day service credits shall be granted to the teacher participants on holiday/ Christmas break (December 26-27, 2022) subject to the submission of duly accomplished DTR and accomplishment report.
5. For inquiries, please contact the Human Resource and Development Section (HRDS) at (035) 225-6180 and look for Ms. Iryll Mae S. Macahig.



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Telephone Nos. : (035)225-2838 / 225-0667 / 422-7644

6. For the information and compliance of all concerned.

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**SENEN PRISCILLO P. PAULIN, CESO V**  
Schools Division Superintendent  
Office of the Schools Division Superintendent

*11/29/22*



**LEARNERS AT RISK OF DROPPING OUT (LARDO) REPORTING SYSTEM  
CODING WORKSHOP**

**Date: December 13-15 and 26-27, 2022**

**Venue: Plaza Maria Luisa Suites Inn**

**LARDORS**

**Core Team**

**Consultants**

**SDS Senen Priscillo P. Paulin**

**ASDS Nilita L. Ragay**

**ASDS Joelyza M. Arcilla**

**ASDS Marcelo K. Palispis**

**Dr. Rachel B. Picardal**

**Members:**

**Technical Group**

**Ms. Iryll Mae S. Macahig- Division Office**

**Mrs. Remylin V. Gaogao- Division Office**

**Nathaniel E. Lajot, Jr.- Sta. Catalina 1 District**

**Elmar L. Cabrera- Division Office**

**Luzbee Antolo- NOHS/Division Office**

**Ninonito D. Divino- Division Office**

**Dae P. Habalo- Division Office**

**Clint D. Noblefranca- Ayungon 2**

**Jerry Mar Vadil- Zamboanguita 2**

**Manual/Data Group (Guidance Counselors):**

**Rosyl Geraldine M. Partosa, RGC- San Jose District**

**Kathleen D. Omoso, RGC- Sibulan 1 District**

**Milagros V. Enog, RGC- Bacong District**

**Marichyle P. Lajato- NOHS**

**Maria Jezreela R. Kinkito- Siaton District 2**

**Mary Judith R. Cuevas- Dauin District**

**Pelluchie L. Manila- Valencia District**

**Jonalyn A. Tolete- Manjuyod District 2**

**Teofan C. Gallosa- Siaton District 4**

**Dr. Geraldine B. Olmillo- Division Office**

**Staff:**

**Roy M. Cadinan- Division Office**

**Alfredo Ticon Jr.- Division Office**

**Health and Safety Group:**

**1 Division Nurse**



MALACAÑAN PALACE  
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

PROCLAMATION NO. 115

**DECLARING MONDAY, 26 DECEMBER 2022, AS A SPECIAL (NON-WORKING)  
DAY THROUGHOUT THE COUNTRY**

**WHEREAS**, 25 December 2022 (Christmas Day) which is observed as a regular holiday throughout the country falls on a Sunday;

**WHEREAS**, the declaration of 26 December 2022, Monday, as an additional special (non-working) day throughout the country will give the people the full opportunity to celebrate the holiday with their families and loved ones;

**WHEREAS**, a longer weekend will encourage families to get together and strengthen their relationship towards a more productive environment, and will promote domestic tourism.

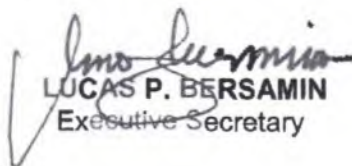
**NOW, THEREFORE, I, FERDINAND R. MARCOS, JR.**, President of the Philippines, by virtue of the powers vested in me by law, do hereby declare Monday, 26 December 2022, as a special (non-working) day throughout the country.

The Department of Labor and Employment is hereby directed to issue the appropriate circular to implement this Proclamation for the private sector.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the seal of the Republic of the Philippines to be affixed.

Done in the City of Manila, this 22<sup>nd</sup> day of December, in the year of Our Lord, Two Thousand and Twenty Two.

By the President:

  
**LUCAS P. BERSAMIN**  
Executive Secretary

THE PRESIDENT OF THE PHILIPPINES

