



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division
Superintendent**

MEMORANDUM

MLA-2023- 125

TO : **MS. KARLA P. ANTONIO**, Education Program Specialist II

FROM : For the Schools Division Superintendent:

MARCELO K. PALISPIS EdD, JD
OIC-Assistant Schools Division Superintendent
Office-In-Charge

SUBJECT : **PREPARATION OF MEMORANDUM OF AGREEMENT**

DATE : March 3, 2023

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1. You are hereby requested to report on March 4, 2023 at the Division Office to prepare the Memoranda of Agreement (MOAs) for the Brigada Pagbasa volunteers in the various schools district.
 2. Your attendance and services will credit Compensatory Time Off (CTO) per Civil Service rules and provision.
 3. For information and compliance

SPP/JMA-MKP-NLR/SGOD/RBR/kpanton



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

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