




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

**Office of the Schools Division
Superintendent**

MEMORANDUM

MLA-2023- 102

TO : **MS. IRYLL MAE S. MACAHIG- SEPS**
DR. GERALDINE B. OLMILLO- EPS II

FROM : 
SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent
3/10/23

SUBJECT : **FINALIZE LOGISTICS FOR SERIES OF TRAININGS**

DATE : March 10, 2023

1. This office informs the above-mentioned personnel of their services in finalizing Logistics for the Series of Trainings at SGOD Office, Division Office, Dumaguete City, Negros Oriental on March 11, 2023.
2. Moreover, they are entitled to a **one-day** (1) Compensatory Overtime Credit (March 11, 2023), 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, subject to the submission of accomplishment report and DTR.
3. This serves as your **TRAVEL ORDER**.
4. For your guidance and compliance.

SPP/JMA-MKP-NLR/SGOD/RBA/ismm

13 MAR 2023



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