



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

Office of the Schools Division Superintendent

MEMORANDUM

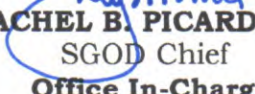
MLA- 2023- 250

To : **DR. ANNA LEE A. AMORES**, EPS – SDO
RINA A. DURAN, ADAS III – SDO
OGGIE LABONG, SUPPLY STAFF – SDO

(Through the Public Schools District Supervisors/District In-Charge)

MARLON VILLALUZ	REIGNUELLE SEDIGO
EDITHA BONACHITA	ROGELIO FABILLAR
MAE RICARL MORETO	RAYMUND SANTILLAN
NICO JAY HERRERA	FELIMON EGE

From : By Authority of the Schools Division Superintendent:


RACHEL B. PICARDAL
SGOD Chief
Office In-Charge

Subject: **Planning Conference to all TWG on DRCs/Phil-IRI Coordinators
Convergence**

Date : April 13, 2023

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1. This is to inform the field of your attendance of the Planning Conference to all TWG on DRCs/Phil-IRI Coordinators Convergence on April 15, 2023 at 9:30 a.m. at CID Office, Division of Negros Oriental, Capitol Area, Dumaguete City.
 2. Teaching personnel are hereby entitled for a 1-day Service Credit as stipulated in DepEd Order No. 53, s. 2003, titled "Updated Guidelines on Grant of Vacation Service Credits to Teachers," while the Non-Teaching personnel are entitled for a 1-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. "
 3. Concerned PSDS/District In-Charge is advised to notify the above-mentioned name and issue Authority to Travel.
 4. Transportation and other incidental expenses incurred shall be charged against Division/School MOOE and other local funds subject to usual rules and accounting regulations.

14 APR 2023



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
Telephone Nos.: (035)225-2838 / 225-2376 / 422-7644
Email Address: negros.oriental@deped.gov.ph



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5. This memorandum serves as Authority to Travel for SDO personnel.
6. For your information, compliance and guidance.

NCO/JMA-MKP-NLR/CID/aaa



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