




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

Office of the Schools Division Superintendent

MEMORANDUM
MLA-2023-572

TO : **EMILDA K. CHIU RN – NURSE II**

FROM : 
NERI C. OJASTRO EdD, CESE
Schools Division Superintendent
07/23

SUBJECT : **PARTICIPATION AS MEDICS DURING THE NATIONAL LEARNING CAMP PREPARATION AT ZAMBOANGUITA II DISTRICT OFFICE**

Date : **JULY 21, 2023**

1. This Office through the School Health Section requests the participation of Mrs. **Emilda K. Chiu RN, Nurse II**, as the official medics during the preparation and finalization of the National Learning Camp at Zamboanguita Central Elementary School, Zamboanguita District II Office, Zamboanguita, Negros Oriental on July 22, 2023, Saturday, from 8:00 am to 5:00 pm.
2. Services rendered after 5:00 pm during weekdays, and during weekends or holidays shall entitle the non-teaching personnel to 1-day compensatory overtime credit (COC) and 1.5 days COC, respectively, per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 02, s. 2004 for overtime services rendered upon submission of a duly accomplished daily time record (DTR).
3. Travelling and other incidental expenses relative to the conduct of this activity shall be charged against SBFP funds, all subject to the usual government accounting and auditing rules and regulations.
4. This serves as your **AUTHORITY TO TRAVEL.**
5. Widest dissemination and compliance of this Memorandum are desired.

NCO/JMA-MKP/SGOD/RBP/KLBC/FM3
July 21, 2023

07 AUG 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