



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- 60

TO : **RACHEL B. PICARDAL EdD, SGOD Chief**
DAE P. HABALO, SEPS Planning & Research
KARLA P. ANTONIO, EPS II SocMob & Networking
IRYLL MAE S. MACAHIG, SEPS HRDS
GERALDINE B. OLMILLO, EPS II HRDS

(Through the Public Schools District Supervisor/ School Head)

MARK DAVE M. VENDIOLA, TI – NOHS SHS
MARK JOEBEN L. CASAL, TI – ANHS Carol-an Ext., Ayungon 2

FROM : By Authority of the Schools Division Superintendent:


JOELYZA M. ARCILLA EdD, CESE
OIC-Office of the Asst. Schools Division Superintendent
Office In-Charge
2/7/23

SUBJECT : **CONTINUATION OF DEDP WRITESHOP**

DATE : February 7, 2023

You are hereby requested to report to the Division Office for the **Continuation of DEDP Writeshop** on **February 11, 2023**.

The teaching personnel involved in the activity on February 11, 2023 (Saturday) shall be entitled to service credit while non-teaching personnel shall be entitled to Compensatory Time-Off (CTO) per DepEd Order No. 53, s. 2003 on the Updated Guidelines on the Grant of Vacation Service Credits to Teachers and with the Civil Service Commission [CSC] and Department of Budget and Management (DBM) Joint Circular No. 2, s.2004 on Non-Monetary Remuneration of Overtime Services Rendered.

Meals, travelling and other incidental expenses incurred by the participants shall be charged against local funds/School MOOE subject to the usual accounting and auditing rules and regulations.

This memorandum serves as **Authority to Travel**.

For the information and compliance of all concerned.

SPP/ JMA-MKP/SGOD/RBY/dph
02/07/2023

FEB 2023



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