



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- 83

**TO :** **JENITH C. CABAJON**  
*Division Coordinator, Culture and Arts*

**By Authority of the Schools Division Superintendent:**

**FROM:** **MARCELO K. PALISPIS, EdD, JD**  
**OIC ASDS**  
**Office In-Charge**  
*2/17/23*

**SUBJECT :** **ADDENDUM TO DM NO. 740 s. 2022 AND MLA 489 s. 2022**

**DATE :** **February 12, 2023**

1. The additional information is the inclusion of Compensatory Time-Off for services rendered by non-teaching personnel during Saturdays as stipulated in **JC No. 2 s. 2004**.
2. All other items provided in the previous memoranda still remain and in effect.
3. Immediate dissemination of this **MEMORANDUM** is desired.

SPP/JMA-MKP-NLR/CID/NLR/jcc  
Feb. 17, 2023



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