



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- 76

TO : **TO ALL SCHOOL HEALTH PERSONNEL**
(Medical Officer, Dentists, Nurses and Dental Aides)

By the authority of the Schools Division Superintendent:

FROM : **MARCELO K. PALISPIS, Ed D, JD**
OIC Assistant/Schools Division Superintendent
Office In-Charge

SUBJECT : Medical Team During the Conduct of District/ Municipal /
Congressional Athletic Selection Meet 2023

DATE : February 17, 2023

1. You are hereby directed to report to your assigned districts to serve as members of the Medical Team during the conduct of District/ Municipal / Congressional Athletic Selection Meet 2023 every Saturdays and Sundays and during school days every 3:00pm to 6:00pm from February 18 to March 12, 2023.
2. Please coordinate with your PSDS/District In-Charge/Caretakers for the specific dates of conduct.
3. Services rendered during Saturdays and Sundays are entitled to one and a half (1 1/2) day service credit/COC per day, per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 02, s. 2004 on Non-Monetary Remuneration for Overtime Services Rendered upon submission of a duly accomplished daily time record (DTR).
4. Your travel and other incidental expenses incurred are chargeable against Division MOOE or any source of funds subject to the usual accounting and auditing rules and regulations.
5. This serves as your **TRAVEL ORDER**.
6. For your information, compliance and guidance.