



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

Office of Schools Division Superintendent

MEMORANDUM  
MLC-2023- 440

**TO :**

1. **MS. KATHERINE Y. SEDILLO**, EPS-Kindergarten/SPED/MTB-MLE
2. **MS. ELVIRA C. DIONES**, Principal-Sibulan Central Elem. School
3. **MS. MYLENE SEDILLO**, TIC-Panusuan Elem. School
4. **MS. MARIANNE JOY YURONG**, Teacher-Sibulan Central ES
5. **MR. JAMES ANTHONY DIPUTADO**, Teacher-Sibulan Central ES
6. **MS. SYRENE JOY RENACIA**, Teacher-Siapo Elem. School

Thru the PSDS & School Head

**FROM :**   
**NERI C. OJASTRO EdD, CESE**  
Schools Division Superintendent  
6/27/23

**SUBJECT :** VIDEO RECORDING OF SIGN LANGUAGE FOR THE PROJECT "DULA"

**DATE :** JUNE 27, 2023

1. This office is requesting your attendance on **June 28, 2023 at Amlan Central Elementary School**, Amlan District, Amlan, Negros Oriental, **for the Video Recording of Sign Language relative to Project "DULA"**.
2. School Head is requested to issue an Authority to Travel.
3. Travel and other incidental expenses are chargeable against Division/School MOOE and Other local funds available, subject to the usual accounting and auditing rules and regulations of the government.
4. Since **June 28, 2023 (Wednesday) is a Special Non-Working Holiday**, you are entitled to one (1) day Service Credit for teaching personnel per DepEd Order No. 53, s. 2003 titled "Updated Guidelines on the Grant of Vacation Service Credits to Teachers" and one and one-half (1 & ½) days Compensatory Overtime Credit (COC) for Non-Teaching personnel as stipulated in the Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 titled "Non-Monetary Remuneration of Overtime Services Rendered" for participating in the aforementioned activity.
5. For your compliance and guidance.

NCO/MKP-JMA-NLR/CID-NLR/ching  
June 26, 2023



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27 JUN 2023  
4:45pm