



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

Office of the Schools Division Superintendent

MEMORANDUM
SGOD-2023-918

TO : **MELYDITH P. BALDADO RN**, Nurse II
MARK LESTER J. AMOLO RN, Nurse II
ELLEN R. MAYAGMA RN, Nurse II
MARYDEL C. CADIENTE RN, Nurse II
MARILYN T. ALCALA DMD, Dentist II

FROM : **NERI C. OJASTRO EdD, CESE**
Schools Division Superintendent

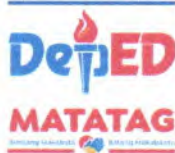
SUBJECT : **PARTICIPATION AS MEDICS DURING THE DISTRICT MEET/
JOINT PROVINCIAL MEET**

Date : **November 30, 2023**

1. This Office through the School Health Section requests the participation of abovementioned personnel to serve as medics during the District/Joint Municipal Meet on December 2-3, 2023 in Jimalalud and Bacong Districts, respectively.
2. Services rendered after 5:00 pm during weekdays, and during weekends or holidays shall entitle the non-teaching personnel to compensatory overtime credit (COC), 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 Division MOOE 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/REP/KLBC/PM3
November 30, 2023

04 DEC 2023



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