



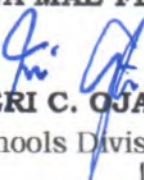
Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

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**Office of the Schools Division Superintendent**

MEMORANDUM  
SGOD-2023-920

TO : **ALEXANDRIA N. RUPERTO RN**, Nurse II  
**MARIA LOVELYN V. MANANQUIL RN**, Nurse II  
**ANA MAE FESARIT RN**, Nurse II

FROM :  **NERI C. OJASTRO EdD, CESE**  
Schools Division Superintendent  
12/1/23

SUBJECT : **PARTICIPATION AS MEDICS DURING THE MANJUYOD DUAL MEET**

Date : **DECEMBER 1, 2023**

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This Office through the School Health Section requests the participation of abovementioned personnel to serve as medics during the **Dual (Manjuyod Districts I and II) Meet on December 2, 2023** in Manjuyod, Negros Oriental.

Services rendered 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).

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.

This serves as your **AUTHORITY TO TRAVEL.**

Widest dissemination and compliance of this Memorandum are desired.

NCO/JMA-MKP/SGOD/RBP/KLBC/FMB  
December 1, 2023

05 DEC 2023



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City  
Telephone Nos.: (055) 225-2838 / 225-2376 / 422-7644

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