

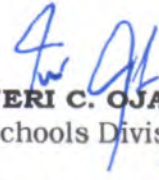


Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division OF NEGROS ORIENTAL

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM
CID-2024-0086

To : 1. DR. CARMELITA A. ALCALA
2. JOY EMILY A. TANIO
3. CONCHITA J. TUIN
4. JAN MARIE S. CAMACHO
5. JENITH C. CABAJON
6. GERWIN A. DALES
7. RINA A. DURAN
8. FRANCIS C. AUSTERO

From : 
NERI C. OJASTRO EdD, CESO V
Schools Division Superintendent
2/2/24

Subject: **Preparation for Some Important Documents and Chief CID Office Arrangements**

Date : February 2, 2024

1. Please be informed of your attendance of the Preparation for Some Important Documents and Chief CID Office Arrangements on February 3, 2024, at CID Office, Schools Division of Negros Oriental, Dumaguete City.
2. Non-Teaching personnel are entitled for Compensatory Time-off (CTO) in accordance with Civil Service Commission (CSC) and the Department of Budget (DBM) and Management Joint Circular No.1 s. 2015, entitled "Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees."
3. For your information and guidance.

NCO/JMA-MKP-NLR/CID-CAA/rad

02 FEB 2024



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