



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

Office of the Schools Division Superintendent

MEMORANDUM
 SGOD-2024 - 0011

TO : **KARINA LOUISE B. DE LA CRUZ, MD** – Medical Officer III
FELIX III D. MOSQUEDA, RN – NIC/Nurse II
BRENT JOHN TRASMONTE, RN – Nurse II
ANNA LEE R. CELIS, RN – Nurse II
MARANATHA UDJAJI, RN – Nurse II
JIMZU PATALAN, RN – Nurse II
NIÑA HAYCINTH P. HERRERA, DMD – Dentist II
GWENETH CELESTE O. GEODESICO, DMD – Dentist II
MARIANNE MAE M. RAGAS, RN – Nurse II
JOHN PAUL C. MIRA, DMD – Dentist II

By the Authority of the Schools Division Superintendent:

FROM : **MARCELO K. PALISPIS EdD, JD**
 OIC – Assistant Schools Division Superintendent
 1/5/24

SUBJECT : **PARTICIPATION AS MEDICS DURING AMLAN DISTRICT ATHLETIC ASSOCIATION MEET 2024**

Date : **JANUARY 5, 2024**

This Office through the School Health Section requests the participation of abovementioned personnel to serve as medics during the **Amlan District Athletic Association Meet 2023** in the municipality of Amlan from January 6-7, 2024.

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/FM3
 January 4, 2024

05 JAN 2024



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
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MEMORANDUM
SGOD-2024-011

TO : **CHARLOTTE FRANCIS SINGSON, DMD** – Dentist II
ELIZABETH S. QUIRIT, RN – Nurse II
ESTER I. NUEZ, RN – Nurse II

By the Authority of the Schools Division Superintendent:

FROM : **MARCELO K. PALISPIS EdD, JD**
OIC – Assistant Schools Division Superintendent

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