



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

**Office of the Schools Division  
Superintendent**

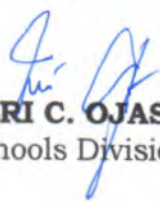
DIVISION MEMORANDUM  
SGOD-2024- 0182

TO : **JOSEPH R. GEMINA**, PDO II - DRRM

Through PSDS/DIC/School Head:

CLINT D. NOBLEFRANCA, Ayungon 2  
STEPHENE L. CAÑADA, Ayungong 2  
HERSON D. TAGHAP, Ayungong 2  
ROGIECRIS C. AMARO, Ayungon 1  
JAN REY A. GAITERA, Siaton 3  
ROD JOHN KEVIN R. EGERA, Siaton 3  
ANTHONY Q. AWID, Siaton 1  
BENJIE EPIS, Siaton 1

ANDREW S. VAILOCES, Bindoy 1  
CHRISTOPHER C. DOLOR, Bindoy 1  
JOEREN E. BABOR, Bindoy 1  
RHIO S. POSPOS, Bindoy 2  
JEFIE BUTALID, La Libertad 2  
DINA MAY A. GEMINA, La Libertad 1  
REY G. CARANDANG, Siaton 4

FROM :   
**NERI C. OJASTRO EdD, CESO V**  
Schools Division Superintendent  
3/11/24

SUBJECT : **REVIEW AND EVALUATION OF DISTRICT AND SCHOOL  
CONTINGENCY PLAN**

DATE : 08 March 2024

1. You are hereby directed to assist in the **Review and Evaluation of the District and School Contingency Plan** on March 15- 17, 2023 at La Limar Resort, La Libertad, Negros Oriental. You are required to bring a laptop with an extension wire.
2. Teaching personnel can claim service credits and Compensatory Overtime Credit (COC) to non-teaching personnel who participated in the workshop/activity as per DepEd Order 53, s. 2003 on the Updated Guidelines on the Grant of Vacation Service Credits to Teachers and with the Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, 2. 2004 on Non-Monetary Remuneration of Overtime Services Rendered.
3. Travelling/transportation and other incidental expenses incurred shall be charged against School MOOE / Local Funds while the following provisions will be charged against DRRM Funds subject to the usual accounting and auditing rules and regulations:

7 2 MAR 2024



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City  
Telephone Nos.: (035) 225-2838 / 225-2376 / 422-7644

 pEd TAYO SDO Negros Oriental

 [egros.oriental@deped.gov.ph](mailto:egros.oriental@deped.gov.ph)

 [www.depednegor.net](http://www.depednegor.net)

**Full Board**

(Accommodation, Breakfast, Lunch, Dinner, and AM/PM Snacks)

First Meal: PM Snacks (March 15, 2024)

Last Meal: Lunch (March 17, 2024)

Check-in: March 15, 2024 @ 2PM

Check out: March 17, 2024 @ 12NN

4. This serves as a Travel Authority.
5. For immediate dissemination and compliance.