



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Schools Division of Negros Oriental

Barcode/Track Number



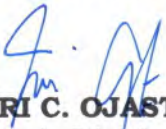
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**Office of the Schools Division Superintendent**

DIVISION MEMORANDUM

SGOD-2024-0094

TO : **DAE P. HABALO, Division Office**  
**NIÑONITO D. DIVINO, Division Office**

FROM :  **NERI C. OJASTRO EdD, CESO V**  
Schools Division Superintendent  
2/5/24

SUBJECT : **PREPARATION FOR THE DEDP REVIEW IN GUIMARAS**

DATE : February 2, 2024

You are hereby requested to report to the Division Office for the Preparation for the DEDP Review in Guimaras on **February 3, 2024**.

The teaching personnel involved in the activity on February 3, 2024 (Saturday) shall be entitled to service credit while **non-teaching personnel shall be entitled to Compensatory Time-Off (CTO)** per DepEd Order No. 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, s.2004 on Non-Monetary Remuneration of Overtime Services Rendered.

Meals, travelling and other incidental expenses incurred by the participants shall be charged against local funds/School MOOE subject to the usual accounting and auditing rules and regulations.

This memorandum serves as **Travel Order**.

For the information and compliance of all concerned.

NCO/ EQA-RVAV/SGOD/REP/dph  
02/02/2024

05 FEB 2024



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