



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**

DIVISION MEMORANDUM  
SGOD-2024 0272

TO: **ALL SCHOOL HEALTH PERSONNEL**

FROM: **NERI C. OJASTRO EdD, CESO V**  
Schools Division Superintendent  
4/15/2024

SUBJECT: **MEDICS SCHEDULE FOR IN-HOUSE TRAINING OF COACHES AND ATHLETES FOR CVIRAA 2024**

Date: **April 12, 2024**

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1. The School Health Section personnel are directed to report as medics during the **In-House Training of Coaches and Athletes for CVIRAA 2024** on **April 12-26, 2024**.
2. All medics are required to bring their own first aid kit and all are stationed at the Division Office Clinic.
3. Attached is the Duty Schedule of the School Health Personnel for the activity.
4. Services rendered after 5:00 pm during weekdays, and during weekends or holidays shall entitle the non-teaching personnel to 1.5 day compensatory overtime credit (COC) respectively, 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).
5. The travelling and other expenses shall be charged against the Division/Local/School MOOE, all subject to the usual government accounting and auditing rules and regulations.
6. This serves as your **AUTHORITY TO TRAVEL**.
7. Widest dissemination and compliance of this Memorandum are desired.

NCO/EQA-RBV/SGOD/EB/kldelacruz

16 APR 2024



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



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**SCHOOL HEALTH PERSONNEL DUTY SCHEDULE**

DATE	MORNING SHIFT 7AM-7PM	NIGHT SHIFT 7PM-7AM
April 12, 2024 (Friday)	John Paul Mira Mark Anthony Pajuelas Gwynne Stacy Moncida Rosalie Enardecido	Elizabeth Quirit Kennith Misamis Marydel Cadiente Brent John Trasmonte
April 13, 2024 (Saturday)	Ellen Mayagma Deanne Beth Manaban Emilda Chiu Farrenn Leigh Hababag	Rosalie Enardecido Felix III Mosqueda Mary Kathleen Valencia Nicanor Villarosa
April 14, 2024 (Sunday)	Niña Hyacinth Herrera Elizabeth Quirit Gueia Samson Mary Ruth Gloria	Suzette Onde Melanie Austero Elynn Mira Mary Kathleen Valencia
April 15, 2024 (Monday)	Farrenn Leigh Hababag Deanne Manaban Jimzu Patalan Melchora Asdillo Runi John Tero Arecia Pasquil	Brent John Trasmonte Kennith Misamis Janet Gaddi Marianne Ragas
April 16, 2024 (Tuesday)	Emilda Chiu Ellen Mayagma Ester Nuez Marilyn Alcala	Deanne Beth Manaban Jimzu Patalan Maranatha Udjaji Karina Louise de la Cruz
April 17, 2024 (Wednesday)	Melydith Baldado Dennis Chavez Minda Regalado Jerry Campoy	Jimzu Patalan Maranatha Udjaji Gwynne Stacy Moncida Karina Louise de la Cruz
April 18, 2024 (Thursday)	Esan Val Cabrera Carmi Ann Alforque Marivic Init Maria Nehmia Besario	Ester Nuez Ellen Mayagma Anne Celis Melchora Asdillo
April 19, 2024 (Friday)	Elizabeth Quirit Gueia Samson Mary Ruth Gloria Maranatha Udjaji	Farrenn Leigh Hababag Gweneth Celeste Geodesico Marydel Cadiente John Paul Mira
April 20, 2024 (Saturday)	Esan Val Cabrera Mark Anthony Pajuelas Carmi Ann Alforque Maria Lovelyn Mananquil	Gweneth Celeste Geodesico Ester Nuez Emilda Chiu Charlotte Singson
April 21, 2024 (Sunday)	Gwynne Stacy Moncida Mary Ruth Gloria Niña Hyacinth Herrera Marivic Init Marilyn Alcala	Gweneth Celeste Geodesico Charlotte Singson Elynn Mira Marilyn Alcala



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April 22, 2024 (Monday)	Anne Celis Felix III Mosqueda Marianne Ragas Janet Gaddi Nicanor Villarosa	Mark Anthony Pajuelas Maria Nehmia Besario Ana Mae Fesarit Marilyn Alcalá
April 23, 2024 (Tuesday)	Brent John Trasmonte Melanie Mae Austero Kennith Misamis Gweneth Geodesico	Minda Regalado Gueia Samson Mary Ruth Gloria Maria Lovelyn Mananquil
April 24, 2024 (Wednesday)	Marydel Cadiente Ana Mae Fesarit Kathleen Juntilla Charlotte Singson	Minda Regalado Elizabeth Quirit Karina Louise de la Cruz Jerry Campoy
April 25, 2024 (Thursday)	Maria Lovelyn Mananquil Alexandria Ruperto Maria Nehmia Besario Niña Hyacinth Herrera	John Paul Mira Ana Mae Fesarit Carmi Ann Alforque Esan Val Cabrera
April 26, 2024 (Friday)	Mark Anthony Pajuelas Gwynne Stacy Moncida Elizabeth Quirit Rosalie Enardecido	Marianne Ragas Kennith Misamis Brent John Trasmonte



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