



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

**Office of the Schools Division
Superintendent**

MEMORANDUM

MLA-2021- 611

TO : **ERWIN C. PINUTO**
GIZELLE B. KITANE
JEYLENE E. CERAL

FROM : *Appr*
SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent
12/10/2021

SUBJECT : **COMPENSATORY TIME-OFF FOR YFP-RELATED ACTIVITIES**

DATE : December 7, 2021

1. In view of your participation of the indicated activities under respective dates and venue, please be informed that you have been granted compensatory overtime credits, to wit:

ACTIVITY	PERSONNEL	DATES	VENUE
CHILD'S RIGHT LEADERSHIP TRAINING 2021 COORDINATION MEETING	Erwin C. Pinuto Jeylene P. Cerial Gizelle B. Kitane	December 8, 2021	Via Zoom
BLSS-YFP PROGRAM IMPLEMENTATION REVIEW, ASSESSMENT, AND PLANNING WORKSHOP	Gizelle B. Kitane	December 8, 2021	Southview Hotel, Dumaguete City

2. Teaching and non-teaching personnel are entitled for service credits/compensatory overtime credits (COC) in accordance with DepEd Order No. 52, s.2003 – Updated Guidelines on the Grant of Vacation Service Credits for Teachers, and Compensatory Time-Off (CTO) per Civil Service Commission (CSC) and Department of Budget Management (DBM) Circular No. 02, s.2004 on Non-Monetary Remuneration for Overtime Service Rendered.

3. For information and dissemination.

SPP/JMA-MKP-NLR/SGOD/RBP/gbk
December 7, 2021

2021



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