



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

**Office of the Schools Division
Superintendent**

MEMORANDUM

MLA-2022- 012

TO : **GERALDINE B. OLMILLO, PhD.- ANHS-CE, Ayungon 2 District**
JESUCLES A. AMORES- ZCES, Zamboanguita 2 District

FROM : *PP Paulin*
SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent
Office of the Schools Division Superintendent
7/6/22

SUBJECT : **Assist During the Induction Program for Non-Teaching Personnel (IPNTP) and during the Division Orientation on Teacher Induction Program (DOTIP)**

DATE : July 6, 2022

1. This office requested the above-mentioned personnel of their assistance during the Induction Program for Non-Teaching Personnel on July 6-8, 2022 and during the Division Orientation on Teacher Induction Program (DOTIP) on July 11-13 and 18-19, 2022 at Plaza Maria Luisa Suites Inn, Dumaguete City.
2. Furthermore, the above-mentioned personnel are entitled to **Service Credits** on the said dates per DepEd Order No. 53, s. 2003- Updated Guidelines on Grant of Vacation Service Credits to Teachers, and Compensatory Time-Off (CTO) per Civil Service Commission (CSC) and Department of Budget Management (DBM) Joint Circular No. 02, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.
3. This serves as your **TRAVEL ORDER**.
4. For your guidance and compliance.

SPP/JMA-MKP-NLR/SGOD/RBP/imsn



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07 JUL 2022