



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- 328

TO : (Thru the PSDSs/DICs and School Heads)  
**JADE T. FRANCISCO- Siaton 4**  
**IMELDA R. UBAG- Valencia District**  
**REGIDOR R. PATRON- Valencia District**

FROM : *MP Paulin*  
**SENEN PRISCILLO P. PAULIN, CESO V**  
Schools Division Superintendent  
Office of the Schools Division Superintendent  
*7/12/22*

SUBJECT : **Assist During the Learning and Development (L and D) Coordinators' Quarterly Updating and Capacity Building**

DATE : July 12, 2022

1. This office requests the above-mentioned personnel of their assistance during the Learning and Development (L and D) Coordinators' Quarterly Updating and Capacity Building on **July 14, 2022** at Plaza Maria Luisa Suites Inn, Dumaguete City.
2. Furthermore, the above-mentioned personnel are entitled to **Service Credits** on the said date 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/ismm

*[Signature]*



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