



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

Office of the Schools Division Superintendent

MEMORANDUM

MLA-2022- 579

TO : **DAE P. HABALO, SEPS Planning & Research**
DR. KARL T. CREDO, Planning Officer III
KARLA P. ANTONIO, EPS II SocMob & Networking
SEVERO CARO, Admin. Officer II
MARSHA D. RUIZ, ADA I
KECYLIN JE B. OMALE, ADA I

(Through the Public Schools District Supervisor/School Head)

Mark Dave M. Vendiola, TIII - NOHS SHS
Mark Joeben L. Casal, TI - ANHS Carol-an Ext., Ayungon 2

FROM : **SENEN PRISCILLO P. PAULIN, CESO V**
Schools Division Superintendent

SUBJECT : **WORKSHOP ON EDITING FIRST DRAFT OF DEDP 2023-2028 AND**
2023 DIVISION ANNUAL IMPLEMENTATION PLAN (AIP)

DATE : November 28, 2022

In line with Regional Memorandum No. 0948 s. 2022 titled "*Division Education Development Plan (DEDP) Orientation and Framing for CY 2023-2028*", the aforementioned personnel are hereby requested to attend the **4-day Workshop on Editing First Draft of DEDP 2023-2028 and 2023 Division Annual Implementation Plan (AIP)** on **November 30 - December 3, 2022** at Plaza Maria Luisa Suites Inn, Dumaguete City.

In view thereof, the participants are required to bring a laptop and extension wire.

Furthermore, the concerned School Heads are requested to issue Authority to Travel of their participants. School Heads are further requested to ensure that classes left



by teachers participating on this activity shall not be disrupted by making arrangements with relieving teacher to take over the classes.

The participants are entitled to two (2) days Compensatory Overtime Credit on November 30, 2022 (*Holiday*) and December 3, 2022 (*Saturday*) 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, teaching personnel involved in the activity shall be entitled to service credits while non-teaching personnel shall be entitled to Compensatory Time-Off (CTO).

Meals and accommodation shall be charged against Division MOOE while 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.

SPP/ JMA-MKP/SGOD/REH/dph
11/28/2022



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