



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

15 December 2023

OFFICE MEMORANDUM

OSDS-2023-0296

To: Office of the Assistant Schools Division Superintendent
Division Office Personnel
All Others Concerned

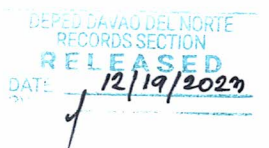
AUTHORITY TO RENDER OVERTIME SERVICES

1. In line with the preparation of urgent various claims and in order to meet scheduled deadlines, all identified personnel are directed to render overtime services throughout December 2023.

ROSALINDA N. DIONIO	ALBERTO, JR. A. SUMAOY
RELYN B. GALLARDO	ELDITO C. LOQUINIO
JIEZL LOUISE H. JAMANDRE	CRYSTAL FAYE M. SUMATRA
JUN REY A. JIMENA	JENNY A. DORIA
NILA D. MENDOZA	JEAN CLODETTE B. INCOG
SHIELA MARIE FLORES	ROMA Q. BERJA
NIKKI C. ESCODERO	FILIPINAS L. MACASO

2. The aforementioned personnel are entitled to claim Compensatory Time-Off (CTO) for the services rendered as per CSC-DBM Circular No. 2-A, series of 2005 entitled "Non-Monetary Remuneration for Overtime Services Rendered."

3. For the information and proper guidance of all concerned.




REYNALDO B. MELLORIDA, CESO V
Schools Division Superintendent

PER/rbg

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Address: **Mankilam, Tagum City, Davao del Norte**
Telephone Number: **(084) 216 0188**
Website: **www.depeddavnor.ph** | Facebook: **DepEd Davao del Norte**

