



Republic of the Philippines
Department of Education
Region X
DIVISION OF MALAYBALAY CITY
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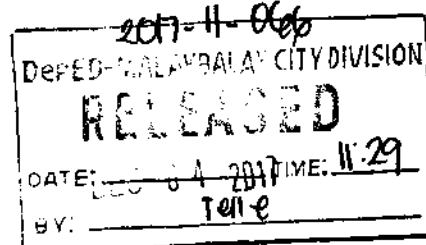


DIVISION MEMORANDUM

No. 664 s, 2017

TO: Chief Education Supervisors & Staff, CID & SGOD
Public Elementary School Heads
This Division

From: 
EDILBERTO L. OPLENARIA, CESO VI
Schools Division Superintendent



Date: December 1, 2017

Subject: **ADDENDUM TO DIVISION UNNUMBERED MEMORANDUM DATED NOVEMBER 29, 2017 RE: WORKING COMMITTEES OF THE 2017 REGIONAL MEET IN HOUSE TRAINING**

1. Teacher Working Committees who assisted the 2017 Regional Meet In-house Training shall be entitled to service credits in accordance with DepEd Order 53, s. 2003: **Updated Guidelines on the Grants of Vacation Service Credit to Teachers**. On the other hand, non-teaching personnel including the management staff shall be provided with Compensatory Time Off (CTO) as per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Renumeration for Overtime Service Rendered.
2. All other provisions stated in the said memorandum shall remain in effect.
3. Immediate dissemination of this memorandum is highly desired.