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Republic of the Philippines  
Department of Education  
REGION XI  
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM  
No. 469, s. 2020

October 4, 2020

COMPLETION AND POLISHING OF PREPARATIONS FOR THE OPENING OF  
CLASSES UTILIZING THE DISTANCE LEARNING DELIVERY  
MODALITIES FOR SCHOOL YEAR 2020 - 2021

To: CID and SGOD Chiefs  
Education Program Supervisors  
Public Schools District Supervisors  
Other Division Personnel Concerned

Attention:	ANGEL V. BISAGA, JR.	- Education Program Supervisor
	TITO M. ENDRINA	- Education Program Supervisor
	GERVACIO R. SALINAS, JR.	- Education Program Supervisor
	JEMBOY B. CABRELLA	- Education Program Supervisor
	STEPHEN R. PASCUAL	- Information Technology Officer

- In relevance to the Opening of Classes and guided with the implementation of this Division's Basic Education Learning Continuity Plan (BE-LCP), the above-mentioned personnel are hereby directed to report to this Office on October 3-4, 2020 for the completion and polishing of preparations for the Opening of Classes on October 5, 2020. Their task shall be focused more on the packaging of TV and Radio-Based Lessons making them ready for airing through the Division's TV and Radio Station Partners.
- The herein-named Division personnel are entitled of a two-day compensatory time-off for services rendered on a Saturday and Sunday in consideration to CSC and DBM Joint Circular No. 2, s. 2004 on Non-monetary Remuneration for Overtime Services Rendered.
- For compliance.

**CRISTY C. EPE**  
Schools Division Superintendent

RECORDED  
63065  
OCT 05 2020  
TIME: 1:59 PM  
BY:



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