



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

June 1, 2023

No. 077 s. 2023

**PROVIDE ASSISTANCE TO THE ASSISTANT SCHOOLS DIVISION
SUPERINTENDENT**

**TO: Edsel F. Nacua-School Principal III
Joel A. Cartajena-School Principal I
Dominador Espacio-Administrative Aide IV**

1. In relation to the conduct of the Mindanao Qualifying Games in Tagum City, you are hereby requested to assist the Assistant Schools Division Superintendent, during the said event on June 4 – 5, 2023.
2. Requested personnel will also be entitled to Service Credits/Compensatory Overtime Credits (COC) for the services rendered on date that fall on Sunday.
3. Travel expenses shall be charged to local funds subject to the usual government accounting and auditing rules and regulations.
4. For your information and compliance.

Melanie F. Estacio
MELANIE F. ESTACIO PhD, CESO VI
OIC-Schools Division Superintendent
DepEd Schools Division of Digos City

RECORDS SECTION

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