

2023/8/9



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2023- 369

To : Secondary School Heads
All Division Federated SSLG Teacher-Adviser Officers
All Division Federated BKD Teacher-Adviser Officers
All Division Federated YES-O Secondary Teacher-Adviser Officers
Division Youth Formation Coordinators

Subject : **ATTENDANCE ON THE MANGROVE PLANTING IN CELEBRATION TO THE INTERNATIONAL YOUTH DAY**

Date : August 10, 2023

In observance to the celebration of the International Youth Day on August 12, 2023 (Saturday), the Schools Division of Digos City through the Youth Formation Program shall be conducting a **Mangrove Planting activity** at the **Mangrove Sanctuary, Punta Biao, Brgy. Cogon, Digos City on August 12, 2023 from 5:30 am to 7:00 am.**

Anent this, all Division Federated Officers and Teacher-Advisers of Supreme Secondary Learner Government (SSLG), Barkada Kontra Droga (BKD) and Youth for Environment in Schools Organization (YES-O) are hereby directed to participate in the abovementioned activity. Likewise, all other Secondary School learners are enjoined to join the activity.

Assembly area for all the participants will be at Digos City National High School before 5:30 am. Learner Participants must secure and submit their parents' consent from on or before August 12, 2023.

Compensatory Overtime Credit (CTO) of 1 day shall be granted beyond regular hours and/or those rendered on Saturdays, Sundays, and Holidays, or scheduled days off without the benefit of overtime pay (CSC & DBM Joint Circular No. 2, s. 2004 "Non-Monetary Remuneration for Overtime Services Rendered" and DepEd Order Number 53 series 2003 "Updated guidelines on Grant of Vacation Service Credits to teacher", attendance/participation in DepEd activities which are short-time duration if such are held during summer vacation or during weekends. Traveling expenses relative to the conduct of the activity shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of this Memorandum is desired.

Melanie P. Estacio
MELANIE P. ESTACIO

Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

8/10/23

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