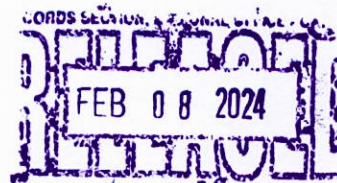




Republic of the Philippines
Department of Education
CARAGA REGION



February 8, 2024

REGIONAL MEMORANDUM

No. 0108, s. 2024

To: ASSISTANT REGIONAL DIRECTOR
SCHOOLS DIVISION SUPERINTENDENTS
This Region

**HOLD HANDS, SPREAD LOVE: CARAGA'S COMPASSIONATE
INITIATIVE FOR FLOOD VICTIMS**

1. The Department of Education Caraga regional office with the participation of the twelve (12) Schools Division Offices shall conduct a relief operation for flood and landslide victims in Davao and Caraga regions on February 9 and 14, 2024 respectively.
2. The relief operation aims to:
 - a. extend a compassionate hand to flood and landslide victims in Caraga and Davao regions; and
 - b. provide relief and assistance on basic needs such as food, water, clothing, medicine, etc.
3. Travelling expenses and per diem of the personnel involved in the relief operation shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
4. Compensatory time-off shall be given to the personnel involved in the activity in adherence to CSC and DBM Joint Circular Number 2 series of 2004 on "Non-monetary Remuneration for Overtime Services Rendered."
5. Immediate dissemination of and appropriate action on this memorandum is desired.

MARIA INES C. ASUNCION

Director III

Officer -in-Charge

Office of the Regional Director

BY THE AUTHORITY OF THE REGIONAL DIRECTOR:

FE L. ALEGADO

Chief-Finance Division

Encl/s.: NONE

Reference/s: NONE

To be indicated in the Perpetual Index
under the following subjects:

CALAMITY

EMPLOYEES

RELIEF OPERATION

HRDD/mrre
02/08/2024



2024-02-02121

Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	2 of 2