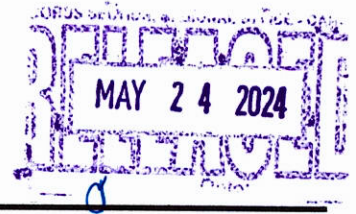




Republic of the Philippines
Department of Education
CARAGA REGION



May 22, 2024

REGIONAL MEMORANDUM

No. 0486, s. 2024

To: SCHOOLS DIVISION SUPERINTENDENTS
This region

ADDENDUM TO REGIONAL MEMORANDUM NO. 0458, S. 2024 RE:
CONDUCT OF THE REGIONAL PLANNING CONFERENCE FOR
2024 PALARONG PAMBANSA

1. With the ongoing Regional Planning Conference for the in-house training of qualifiers in June 2024, the field offices are hereby informed that the activity scheduled on May 17-22, 2024, per RM No. 0458, s. 2024 (herewith attached), shall be extended until **May 23, 2024**, inclusive of travel time from the venue in Siargao Island to respective division offices.
2. Moreover, all participants to this activity are entitled to a Compensatory Time Off (CTO) for May 18-19, 2024, in lieu of overtime pay in accordance to Civil Service Commission and Department of Budget and Management Joint Circular No. 2, s. 2004 – “Non-Monetary Remuneration for Overtime Services Rendered”.
3. Job Order or Contract of Service employees are likewise entitled to an overtime pay for rendering services on May 18-19, 2024.
4. All claims for additional compensation and/or reimbursement of travel expenses are charged against their local funds subject to the usual accounting and auditing procedures.
5. For immediate dissemination.

MARIA INES C. ASUNCION, CESO IV

Director III
Officer In-Charge
Office of the Regional Director

Encl/s.: As stated
Reference/s: As stated
To be indicated in the Perpetual Index
under the following subjects:

2024 PALARONG PAMBANSA CONFERENCE SPORTS

ESSD/mpb
05/22/2024



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
Website: <https://caraga.deped.gov.ph/>



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