



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Division of City Schools – Tagbilaran City

**Office of the Schools Division
Superintendent**

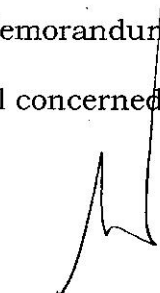
DIVISION MEMORANDUM

No. 065, s. 2020

**ADDENDUM TO DIVISION MEMORANDUM NO. 045, S. 2020
(CVIRAA 2020 Executive & Working Committees)**

To: CID/SGOD Chiefs
Education Program Supervisors
Division Unit Heads
Athletic Directors and Sports Coordinators
All Others Concerned

1. In addition to the contents of Division Memorandum No. 045, s. 2020, entitled *CVIRAA 2020 Executive & Working Committees*, the services rendered beyond the regular working hours during the conduct of 2020 Central Visayas Regional Athletic Association (CVIRAA) Meet to be held in Dumaguete City on March 15-21, 2020 shall be given appropriate Compensatory Time Off (CTO) for Non-Teaching Personnel and Service Credits for Teacher Personnel as per CSC-DBM Joint Circular No. 2, series 2004.
2. Relative thereto, the concerned employees must submit the Form 48 (Daily Time Record) duly countersigned by the Committee Chair and signed by the Division Sports Officer Mr. Alberto A. Lacang and the accomplishment report noted by the Committee chair. Submit the same through Mrs. Melany T. Buntag, Administrative Officer III of the Records Section not later than March 31, 2020.
3. All other contents of the superseded Division Memorandum are still in effect.
4. For information, guidance and compliance of all concerned.


JOSEPH IRWIN A. LAGURA, PhD
Schools Division Superintendent
Office of the Schools Division Superintendent

sds/asds/admin/amjr



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