



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS - CITY OF TAGBILARAN

**Office of the Schools Division
Superintendent**

MEMORANDUM

MLA-2023-027

To : CASIANA P. CABERTE PhD MARIA ANTONETTE P. DUGANG PhD
JOHN ARIEL A. LAGURA PhD FILOMENA C. TANGGAAN PhD
BEATRIZ E. INCOG EdD ESTHER L. CAGAS PhD
AIMEE T. AMISTOSO PhD LIZA E. MAQUILING PhD
NENITA J. INCOG PhD LEV V. NADELA MD
JANET T. BUTALID PhD AQUILINO T. MILAR JR PhD
NEOLITA S. SARABIA EdD JUNICEL T. MANCHA
CONCEPCION A. TUBAL ANGELIE FAITH PASCUAL (vice
ELIZABETH R. ESCOLANO Rosalie T. Tambis)

From : JOSEPH IRWIN A. LAGURA, PHD
Schools Division Superintendent

RE : COMPENSATORY TIME OFF IN THE CONDUCT OF THE DEDP WRITESHOP
ON JANUARY 12, 2023, UNDER THE RED RAINFALL WARNING OF THE
NDRRMC - PROVINCE OF BOHOL.

Date : February 15, 2023

1. In reference to the Memorandum Order No. 2023-005 series of 2023 of the Office of the Governor, Province of Bohol, dated January 12, 2023, titled "Province-Wide Work Suspension (January 12, 2023) and in reference to CSC and DBM joint Circular No 352 series of 2004 titled "Non-Monetary Renumeration for Overtime Services Rendered". And in relative to Division Memorandum MLA-2023-OSDS-002 on the Writeshop on the 2023-2028 Division Education Development Plan (DEDP) you are hereby entitled to a Compensatory Time Off (CTO).
2. Further, you are requested to submit the following to the HR Office:
 - a. duly accomplished DTR,
 - b. Certificate of Appearance, and
 - c. accomplishment report on January 12, 2023.
3. For your information, guidance, and compliance.

DS/ASDS/SGOD/BCL/lem



Address: Rajah Sikatuna Street, Dampas District, Tagbilaran City, Bohol 6300
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Republic of the Philippines
PROVINCE OF BOHOL
City of Tagbilaran



OFFICE OF THE GOVERNOR

Telefax: (038) 427-2881, Tel. Nos. (038) 501-0794; 501-0796

MEMORANDUM ORDER

Reference No. 2023-005

TO : **CITY MAYOR AND
ALL MUNICIPAL MAYORS**
This Provincial Government

DATE : **JANUARY 12, 2023**

SUBJECT : **PROVINCE-WIDE WORK SUSPENSION (JANUARY 12, 2023)**

Relative to the Red Rainfall Warning issued by the National Disaster Risk Reduction Management Council over the Province of Bohol, and for the interest of safety, work in all public institutions is hereby suspended today, January 12, 2023.

However, work in hospitals, and in offices performing emergency and disaster operations shall not be disrupted to ensure continuity of needed ground response and interventions.

Suspension of work in the private sector is at the discretion of company management.

For our information and dissemination.

Abante Bohol,


ERICO ARISTOTLE C. AUMENTADO