



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. **504**, s. 2026

ADDENDUM TO DIVISION MEMORANDUM NO. 402, S. 2026
(Participants to the training on Empowering School Paper Advisers for Journalism
Excellence)

To: Assistant Schools Division Superintendent
Chiefs, CID, and SGOD
Heads of Public and Private Elementary and Secondary Schools
All Others Concerned

1. In relation to Division Memorandum No.402, s. 2026, titled **Empowering School Paper Advisers (SPAs) for Journalism Excellence**, the following provision is hereby issued as an addendum and shall take effect as part of the memorandum:

Glaiza M. Jala – Day 1
Margarita L. Tejano - Day 1

The participants listed above shall be entitled to a one-day service credit. Likewise, all teacher participants are entitled to three days of service credit under DepEd Order No. 19, s. 2011 and DepEd Order No. 53, s. 2003. Moreover, non-teaching personnel involved in the activity shall be allowed to avail of Compensatory Time Off (CTO) in accordance with CSC and DBM Joint Circular No. 2, s. 2004.

2. The rest of the stipulations remain in force and effect.
3. Immediate dissemination of and compliance with this Memorandum is desired.

WILFREDA D. BONGALOS PhD CESQ VA
Schools Division Superintendent

SWDB/JAAL/CID/JTB/ata



Address: H. Zamora St., Dampas, Tagbilaran City, Bohol
Telephone Nos.: (038)427-1702; (038)427-2506; (038)422-8177
(038)427-6718; (038)544-2147
Email Address: tagbilarancity.division@deped.gov.ph