



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

**Office of the Schools Division
Superintendent**

September 23, 2026

DIVISION MEMORANDUM
No. 794, s. 2026

**ADDENDUM TO DIVISION MEMORANDUM NOS. 771 AND 777, S. 2026
(PATROL/CREW LEADERS TRAINING COURSES)**

To: Chief, CID and SGOD
Lorelei G. Anore, Principal, City East Elementary School
Jerry B. Belecina, Principal, Booy Elementary School
Corazon H. Samuya, Principal- Dr. Cecilio Putong National High School
All Others Concerned

1. In relation to Division Memorandum Nos. 771 and 777, s. 2026, dated September 17 and 21, 2026, titled Patrol/Crew Leaders Training Courses, this Office hereby issues the following addenda:

- **Attendance Directive: Mr. Sir James C. Membreve**, Teacher III of City East Elementary School is hereby directed to attend the Patrol/Crew Leaders Training Course at Maribojoc Central Elementary School, Maribojoc, Bohol, on September 26–27, 2026 (Saturday and Sunday).

- **Grant of Credits:** All teaching and non-teaching personnel attending the training course shall be entitled to the grant of **two (2) days of service credits** or **Credits Time-Off (CTO)**, whichever is applicable, subject to existing Civil Service Commission (CSC) and Department of Education (DepEd) policies and guidelines.

- **Funding and Expenses:** Meals and snacks of the participants during the training course shall be charged to the school MOOE or any available local school funds, subject to the usual accounting and auditing rules and regulations.

2. All other provisions of the superseded DM No. 771, s. 2026, that are not amended by this Memorandum shall remain in effect.

3. For information, action and compliance.

WILFREDA D. BONGALOS PhD, CESQ V
Schools Division Superintendent

WDB/JAL/SGOD/MCC/jpp



H. Zamora St., Dampas, Tagbilaran City, Bohol
(038)427-1702; (038)427-2506
tagbilarancity.division@deped.gov.ph
<http://www.depedtagbilaran.org>