



Republic of the Philippines
Department of Education

REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

**Office of the Schools Division
Superintendent**

06 Feb 2024

DIVISION MEMORANDUM
CID No. **025**, s. 2024

ADDENDUM ON DIVISION MEMORANDUM OSDS NO. 016 S. 2024 ON THE
CONDUCT OF 2024 DMANCOM MEETING

TO: Curriculum Implementation Administrative Assistants
Division Management Committee (DMANCOM) Members
All Others Concerned

1. In reference to Division Memorandum OSDS No. 016, s.2024 also known as the 2024 1st Quarter DMANCOM meeting, this office announces the Administrative Assistants to participate in the said activity at South Cotabato Gymnasium and Cultural Center, City of Koronadal, South Cotabato.

2. The following personnel are listed below to attend the said activity.

NAME OF PERSONNEL	DESIGNATION
1. Rowena L. Leysis	ADA I
2. Elizabeth C. Robles	ADA II
3. Sharlene Gale D. Januto	ADAS III
4. Rizvale An D. Palmes	ADAS III
5. Emir Al-Muntazar, Jr. A. Elam	ADAS III

3. For services rendered on Holiday, Saturday and Sunday, all personnel concerned are entitled to Compensatory Time-Off (CTO) or Service Credits by CSC and DBM Joint Circular no.2 s.2004 on Non-Monetary Remuneration for overtime services rendered or DO no.53 s.2003 on Updated Guidelines on Grant of Service Credits.

4. All other provisions in the previously issued memorandum shall remain in full force and in effect.

5. Participants shall be in their semi-formal attire during the meeting with shade of green.

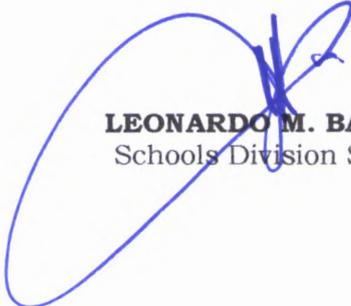


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6. Immediate dissemination of this memorandum is directed.


LEONARDO M. BALALA, CESO V
Schools Division Superintendent

Encl.: None

Reference: As stated

To be indicated in the Perpetual Index
under the following subjects:

MANAGEMENT COMMITTEES MEETING

RADP/DM -addendum on division memorandum ocds no. 016 s. 2024 on the
conduct of 2024 dmancom meeting
0000/February 06, 2024



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