



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

November 22, 2024

DIVISIONAL MEMORANDUM
No. 361 , s. 2024

ADDENDUM TO DIVISION MEMORANDUM NO. 325, S. 2024
(CORRIGENDUM TO DIVISION MEMORANDUM NO. 321, S. 2024
RE: IMPLEMENTATION OF CARAVAN ON START)

To: Assistant Schools Division Superintendent
Chief Education Supervisors (CID and SGOD)
Public Secondary and Elementary School Heads
This Division

1. In reference to the previously issued memoranda regarding the **IMPLEMENTATION OF CARAVAN ON START (SMART TEACHING THROUGH ADVANCED AND RELEVANT TECHNOLOGY)**, please be informed of the following updates concerning the grant of service credits and compensatory time-off (CTO):

- a. **For Teacher-Participants.** In accordance with DepEd Order No. 84, s. 2003, and the updated guidelines under DepEd Order No. 53, s. 2003, **teacher-participants** attending the orientation shall be granted **one (1) day of service credit** for the duration of the event.
- b. **For Non-Teaching Personnel Involved.** In recognition of their participation in this orientation, **non-teaching personnel** involved in the program shall be granted **one (1) day of Compensatory Time-Off (CTO)**, as per the provisions outlined in the **Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004.**

2. All other provisions of Divisional Memorandum No. 321, s. 2024 and Divisional Memorandum No. 325, s. 2024 shall remain in force.

3. Contact Rosalyn M. Lato, SEPS-Planning and Research, at 09177775925 for inquiries and clarification.



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4. This Office directs the immediate and wide dissemination of this Memorandum.

NIMFA R. LAGO, PhD, CESO VI
 Asst. Schools Division Superintendent
 OIC, Schools Division Superintendent

ATCH.: As stated.

References: DO No. 016, s. 2017

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

PROGRAM IMPLEMENTATION	SMART	RELEVANT TECHNOLOGY	STRATEGY
SBC/DM ___/November 22, 2024	"Addendum to Divisional Memorandum No. 325, s. 2024 (Corrigendum to Divisional Memorandum No. 231, s. 2024 re: Implementation of Caravan on SMART)"		
P&R-rml			



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