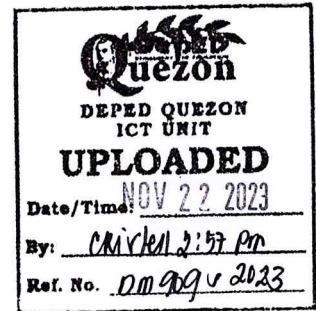




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



16 November 2023

DIVISION MEMORANDUM
DM No. 909, s. 2023

INVENTORY OF DIVISION SPORTS EQUIPMENT

To: Concerned Public Schools District Supervisors
Concerned Public Elementary and Secondary School Heads
All Others Concerned

1. Relative to the conduct of the upcoming sports activities and in line with our commitment to maintain accurate records of the Division sports equipment, the following personnel are advised to conduct an inventory on November 26-27, 2023 at DepEd Division Office, Talipan Pagbilao Quezon.

No.	Name	School/District
1.	Ricardo E. Saavedra Jr.	Manggalayan Labak ES- Atimonan I
2.	Hermilo B. De Mesa Jr.	Perez District
3.	Joshua C. Balitian	Dr. Maria D. Pastrana NHS- Mauban South
4.	Allan M. Gonzales	Sta Catalina CES- Candelaria East
5.	Rodolfo P. Villasin	Tanauan ES-Plaridel
6.	Jomhel P. Domingo	Manggalayan Bundok ES-Atimonan I
7.	Ronaldo M. Datinggaling	Mauban South CES- Mauban South
8.	Shernard R. Roda	San Antonio ES- San Antonio
9.	Raymond Q. Nieva	SDO Quezon

2. Concerned personnel shall be entitled to a Compensatory Time-off (CTO) as per Civil Service Commission (CSC) and Department of Budget Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered while teaching personnel shall be given service credit as per DepEd Order No. 53, s.2003 titled Updated Guidelines on Grant of Service Credits to Teachers.

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3. Travelling expenses of the inventory team shall be charged to School MOOE/Local Funds subject to the usual accounting rules and regulations.

4. Immediate dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESON
Schools Division Superintendent

cid-ims/jarm/rqn/11/16/2023

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