



Republic of the Philippines
Department of Education
 REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO



Office of the Schools Division
 Superintendent

July 3, 2024

OFFICE MEMORANDUM
 No. 2024- 064

**COORDINATION WITH GMA KAPUSO FOUNDATION IN THE
 DISTRIBUTION OF SCHOOL SUPPLIES TO IDENTIFIED ELEMENTARY
 SCHOOLS AND DISTRIBUTION OF LETTERS IN PREPARATION FOR
 THE BRIGADA ESKWELA**

To: LYZLE C. ABREGANA – EPS – SocMob and Networking
JODEL ABENOJA – Admin. Aide IV

1. Due to exigency of the service to distribute school supplies from the GMA Kapuso Foundation, Inc., you are hereby advised to coordinate and assist the said distribution of School Supplies to the Identified Schools of Davao de Oro from July 9-12, 2024.
2. Further, you are also advised to assist in the distribution of letter of support to stakeholders and in the preparation of Brigada Eskwela Program Kick-Off Activity at Sabud Elementary School, Sabud, Laak, Davao de Oro, from July 3 -20, 2024.
3. During the receiving and withdrawal of In-Kind /construction materials from the stakeholders, you are allowed to claim Compensatory Time-Off as granted under Deped Order No. 53, S-2003 entitled: Updated Guidelines on the Grant of Vacation Service Credits to Teachers and Compensatory Time-Off (CTO) as per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s-2004 on Non- Monetary Renumeration for Overtime Service Rendered on Saturday, Sunday or Holiday.
4. Travel, meals and incidental expenses shall be charge against the Division Fund subject to usual accounting and auditing rules and regulations.



Address: Capitol Complex, Brgy. Cabidanan, Nabunturan, Davao de Oro
 Contact No.0951-387-1728 (TNT); 0915-399-7779 (Globe)
 Email Address: davaodeoro@deped.gov.ph
 Website: www.depeddavaodeoro.ph

| | | | |
|----------------|-------------|------|--------|
| Doc. Ref. Code | PAWIM-F-019 | Rev | 00 |
| Effectivity | 09.12.22 | Page | 1 of 2 |



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO

Office of the Schools Division
Superintendent

5. For your information and guidance.

CRISTY C. EPE CESO V
Schools Division Superintendent

**By Authority of the
Schools Division Superintendent:**


EMMA A. CAMPOREDONDO CESO VI
Assistant Schools Division Superintendent



Address: Capitol Complex, Brgy. Cabidanan, Nabunturan, Davao de Oro
Contact No. 0951-387-1728 (TNT); 0915-399-7779 (Globe)
Email Address: davaodeoro@deped.gov.ph
Website: www.depeddavaodeoro.ph

| | | | |
|----------------|-------------|------|--------|
| Doc. Ref. Code | PAWIM-F-019 | Rev | 00 |
| Effectivity | 09.12.22 | Page | 2 of 2 |