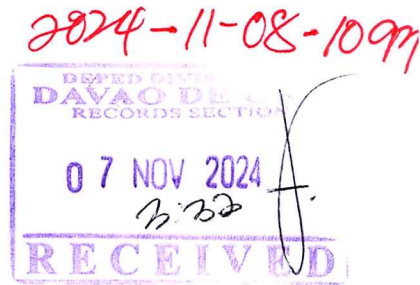




Republic of the Philippines
Department of Education
REGION XI

SCHOOLS DIVISION OF DAVAO DE ORO



Office of the Schools Division
Superintendent

November 7, 2024

DIVISION MEMORANDUM
CID – 2024 – 1084

PARTICIPATION IN THE ORIENTATION OF CORE TRAINERS OF ILRC MULTI-DISCIPLINARY TEAM ON INDIVIDUALIZED EDUCATIONAL PLAN (IEP) DEVELOPMENT FOR LEARNERS WITH DISABILITIES

TO : Chief Education Supervisor - CID
Public Schools District Supervisors
Pantukan North and Nabunturan West Districts

Attention: **ARNOLD HARADJI EdD**
School Principal III
Kingking Central Elementary School SPED Center

MARILYN DELOS REYES
School Principal II
Nabunturan Central Elementary School SPED Center

1. Herewith is a *Regional Memorandum CLMD-2024-749 dated November 5, 2024, re: Participation in the Orientation of Core Trainers of ILRC Multi-Disciplinary Team on Individualized Educational Plan (IEP) Development for Learners with Disabilities* on November 13-15, 2024 within National Capital Region.
2. In this connection, this office hereby informs the participation of Mrs. Delos Reyes as a region-identified participant while Dr. Haradji shall attend in lieu of the Division SNED Focal Mr. Cabodoc due to conflict in his schedule.
3. Service credits/Compensatory Overtime Credits shall be granted to the teachers and non-teaching personnel participants for the services rendered on Saturdays, Sundays, holidays, and summer vacation based on DO No. 53, s. 2003, on the updated guidelines on the grant of vacation service credits to teachers and CSC-DBM Joint Circular No. 2, s. 2004, or non-monetary remuneration for the overtime services rendered.
4. Travel and incidental expenses shall be chargeable against FY 2024 SNED Program Support Funds (PSF) downloaded to Schools Division Offices and local funds (in case the downloaded funds are insufficient), subject to the usual government accounting and auditing rules and regulations.



Address: Capitol Complex, Brgy. Cabidanan, Nabunturan, Davao de Oro
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5. Other provisions of the said Regional Memorandum are hereby enforced.
6. This *Memorandum will serve as your Authority to Travel* on official business.
7. Immediate dissemination of this memorandum is desired.

By the Authority of the
OIC – Schools Division Superintendent

NORBERTO S. MANLANGIT CE MPA
Administrative Officer V ✓
Officer In-Charge T



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