



Republic of the Philippines
Department of Education
Caraga Administrative Region
J.P Rosales Avenue, Butuan City



REGIONAL ADVISORY

No. 161, s. 2018



16084

To: Schools Division Superintendents
This Region

From:  FRANCIS CESAR B. BRINGAS, CESO V
OIC-Regional Director

Subject: ADDENDUM TO REGIONAL MEMORANDUM NO. 499, S. 2018 RE
REGIONAL RETOOLING OF SCHOOL HEADS IN CRAFTING
ENHANCED SCHOOL IMPROVEMENT PLAN (E-SIP) 2019-2021

Date: November 22, 2018

In compliance to Civil Service Commission (CSC) and the Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on **Non-Monetary Remuneration for Overtime Service Rendered**, all participants to the Regional Retooling of School Heads in Crafting the Enhanced School Improvement Plan (E-SIP) 2019-2012 are entitled of one (1) day Compensatory Time-Off (CTO) for their attendance on Saturday, November 17, 2018 subject to submission of other relevant documents like DTR, Travel Authority, Certificate of Appearance, and memorandum.

Division SBM Coordinators are hereby enjoined to facilitate this matter.

Immediate dissemination of the said advisory is hereby enjoined.

ftad03/apm