



Republic of the Philippines  
**Department of Education**  
REGION X

**SCHOOLS DIVISION OF CAGAYAN DE ORO CITY**



**Office of the Schools Division Superintendent**

**23 June 2023**

DIVISION MEMORANDUM

No. 271 s.2023

ADDENDUM TO DIVISION MEMORANDUM NO. 271 S. 2023 TITLED TRAINING-  
WORKSHOP ON SOLID WASTE MANAGEMENT MARINE LITTER KIT

TO: Assistant Schools Division Superintendent  
Public Schools District Supervisors  
All Elementary and Secondary Public School Heads and Principals  
All Solid Waste Management Coordinator  
Roy H. Lumban – Education Program Specialist –II  
All Others Concerned

1. Relative to the Division Memorandum no. 271 s. 2023, the participants is hereby informed that service credits or Compensatory Time-Off (CTO) may be granted to the participants for the training day/s that will fall on either holidays or weekdays in accordance with the CSC and DBM joint Circular No. 2, s. 2004.
2. Submission of DTR, accomplishment report, and copy of the memorandum is required for processing the CTO.
3. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment shall be accorded to all participants regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
4. Immediate dissemination and compliance to this memorandum is required.

**ROY ANGELO E. GAZO**  
Schools Division Superintendent

Encl.: As stated

Reference: Letter from City Local Environment and Natural Resources Office  
To be indicated in the Perpetual Index  
under the following subjects:

PARTNERSHIP

RHL / DM –training and workshop on solid waste management marine litter kit  
June 23, 2023



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