



Republic of the Philippines
Department of Education
 REGION I



REGIONAL MEMORANDUM

No. 1478 s. 2024

To: Schools Division Superintendents
 Pangasinan I, Dagupan City, La Union, San Fernando City, Ilocos Sur,
 Candon City, Laoag City

**GRANT OF COMPENSATORY TIME-OFF (CTO) DURING THE MONITORING OF
 SCHOOLS' READINESS FOR THE JULY 29 OPENING OF CLASSES**

- This Office required the monitoring of schools' readiness for the School Year 2024-2025 and the submission of required and timely reports during the onslaught of Typhoon Carina in Northern Luzon.
- Relative to Civil Service Commission (CSC)-Budget and Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Renumeration for Overtime Services Rendered, the following Division Information Officers, Disaster Risk Reduction Management Officers and/or Alternative Delivery Mode (ADM)-Focal Persons shall be granted Compensatory Time-Off (CTO) for services rendered on July 26, 27, and 28, 2024, when suspension of work was declared due to Typhoon Carina.
- The following rendered their overtime services:

NAME	POSITION	RO/ SDO
Lorna O. Gaspar	Education Program Supervisor	La Union
Crisogono L. Colobong, Jr.	Project Development Officer II	
Jun Howard J. Rioveros	ITO I	San Fernando City
Sherry Lyn L. Orjalo	Project Development Officer II	Pangasinan I
Elvira N. Villamor	Project Development Officer II	Dagupan City
Asuncion P. Piano	Project Development Officer II	Ilocos Sur
Ma. Concepcion I. Digay	Education Program Supervisor	Candon City
Jennifer P. Alejandro	Project Development Officer II	Laoag City



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DepEd Region I



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4. For inquiries and concerns, you may reach the Public Affairs Unit at (072) 682-2324 loc. 106.

5. For information and compliance.



TOLENTINO G. AQUINO

Director IV 

Encl.: N/A

Reference: N/A

To be indicated in the Perpetual Index

Under the following subjects:

REPORTS

SERVICES

ORD-PAU/jds/RM_RequestforCTO

October 28, 2024