



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



February 13, 2025

**REGIONAL MEMORANDUM**

No. 246 s. 2025

**GRANT OF COMPENSATORY TIME-OFF (CTO) IN THE PARTICIPATION TO THE  
 2024 YEAR-END PROGRAM IMPLEMENTATION REVIEW AND PERFORMANCE  
 ASSESSMENT FOR SCHOOLS DIVISION OFFICES**

To: Assistant Regional Director  
 Schools Division Superintendents  
 Chiefs of Functional Divisions in the Regional Office

1. This pertains to the Regional Memorandum, re: 2024 Year-end Program Implementation Review and Performance Assessment (PIRPA) for Schools Division Offices at Ynad's Place Hotel & Resort, Namtutan, San Fernando City, La Union on February 23-25, 2025.
2. Participants are entitled of Compensatory Time-off (CTO) on February 23, 2025 (Sunday) per CSC-DBM Joint Circular No. 2 s. 2004 (Non-monetary Remuneration for Overtime Services Rendered).
3. For information and guidance.

**TOLENTINO G. AQUINO**  
 Director IV

Encl.: As stated  
 Reference: DO No. 29, s. 2022  
 DO No. 11, s.2021  
 DO No. 2, s.2015  
 CSC-DBM JC No. 2, 2004

To be indicated in the Perpetual Index  
 Under the following subjects:

PROGRAM IMPLEMENTATION PERFORMANCE ASSESSMENT

QAD/lpm/RM\_CTOreYear-endPIRPAforSDOs  
 February 13, 2025



DepEd R01 QAD242090



Doc. Ref. Code	RM-ORD	Rev	00
Effectivity	11.18.2024	Page	1 of 1



Certificate No. PMP 0MS