



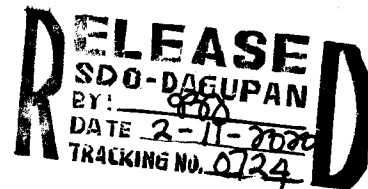
Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OFFICE DAGUPAN CITY

Division Memorandum No. 038 s. 2020

To: Assistant Schools Division Superintendent

Chief Education Supervisors
Education Program Supervisors
Public School District Supervisors
Division Field Staff
All Others Concerned



From: *[Signature]*
MARIA CELIA JUNIO-FERNANDEZ EdD, MDM-SEC
Schools Division Superintendent

Date: **February 10, 2020**

Subject: **ATTENDANCE AND PARTICIPATION TO GSIS ORIENTATION CARAVAN**

1. The Schools Division Office through the Human Resource Management Office in partnership with Government Service Insurance System will be conducting series of orientation for all DepEd Dagupan Employees.
2. The following are the identified cluster, date, and venue:

Cluster 1 Salapingao National High School	February 15, 2020	8:00 am to 10:00 am
Cluster 2 North Central Elementary School	February 22, 2020	8:00 am to 10:00 am
Cluster 3 Pogo-Lasip Elementary School	February 22, 2020	2:00 pm to 4:00 pm
Cluster 4 Carangalaan Elementary School	February 29, 2020	8:00 pm to 10:00 am
Cluster 5 Malued Elementary School	February 29, 2020	2:00 pm to 4:00 pm
3. Pursuant to DepEd Order No. 53, s. 2003 entitled Updated Guidelines on Grant of Vacation Service Credits to Teaching Personnel, the teacher participants shall be entitled to service credits. On the other hand, Non-Teaching Personnel involve in the conduct of this activity will be entitled to Compensatory Time-Off (CTO) pursuant to the provisions of the Joint Circular No. 1, s. 2015 dated November 25, 2015 entitled Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees issued by the Civil Service Commission (CSC) and Department of Budget and Management (DBM).
4. Immediate and widest dissemination of the contents of this memorandum is much desired.



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