



Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OF DAGUPAN CITY

DepEd SDO Dagupan City  
RECORDS OFFICE

**RELEASED**  
AUG 01 2024  
JPK

Time: 8:26

Office of the Schools Division  
Superintendent

**DIVISION MEMORANDUM**

No. 286, s. 2024

**ACCESSIBILITY OF COMPENSATORY OVERTIME CREDIT (COC)  
AND COMPENSATORY TIME-OFF (CTO) DATABASE**

To: Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
School Principals/School Heads  
DO Personnel  
Elementary and SHS Non-Teaching Personnel  
Others Concerned

1. In order to keep every personnel updated of their available Compensatory Overtime Credits (COCs) granted and Compensatory Time-Offs (CTOs) used, an easy access and user friendly system is now accessible through Google Spreadsheets.
2. The following links are accessible using DEPED Email only:

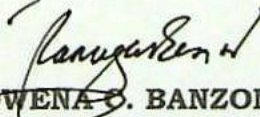
Elementary and DO Non-Teaching Personnel:

<https://tinyurl.com/COC-ELEMDO2024>

Senior High School Non-Teaching Personnel:

<https://tinyurl.com/COC-Granted-SHS2024>

3. For information, guidance and strict compliance.

  
**ROWENA C. BANZON, EdD, CESO V**  
Schools Division Superintendent



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