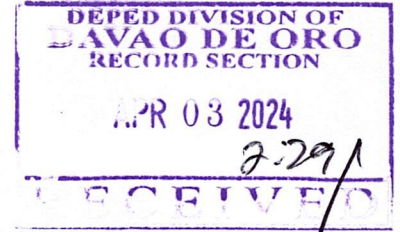




Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO



Office of the Schools Division
Superintendent

March 27, 2024


Division Memorandum

No. 278, s. 2024

**DELIVERY AND HAULING OF SUPPLIES AND MATERIALS FOR
DAVRAA MEET**

To: **MARION A. ESPENOZA** – Division Supply Officer
JODEL P. ABENOJA – ADA I
EMMANUEL LUNA, JR. – Driver
ARIEL LOPEZ – Job Order
MECO GUIRIGAY – Job Order
JOSHUA PATRICK COMPOC- Job Order

1. To support the hauling and delivery of DAVRAA supplies and materials for our division athletes and participants in Davao City on March 30, 2024 and April 6-7, 2024, the individuals listed are asked to render overtime services to guarantee the punctual and effective delivery of these items.
2. Anent this, you are entitled to an Overtime Payment as per CSC-DBM Joint Circular No. 1 series of 2015: Policies and Guidelines of Overtime Services and overtime payment for government employees.
3. Immediate dissemination of this memorandum to all concerned is desired.


CRISTY C. EPE
Schools Division Superintendent

Supply Unit
DAVRAA MEET- RESOURCES



Address: Capitol Complex, Brgy. Cabidanan, Nabunturan, Davao de Oro
Contact No. 0951-387-1728 (TNT); 0915-399-7779 (Globe)
Email Address: davaodeoro@deped.gov.ph
Website: www.depeddavaodeoro.ph

Doc. Ref. Code	PAWIM-	Rev	00
Effectivity	09.12.22	Page	1 of 1