



Republic of the Philippines
DEPARTMENT OF EDUCATION
Zamboanga Peninsula, Region IX
Division of Zamboanga del Norte
Dipolog City 7100



RELEASED

BY: [Signature] DATE: 08 DEC 2017
NAME/SIGNATURE

MEMORANDUM

To : All Public Schools District Supervisors
Senior High School Principals
Grade 11 Senior High School Teachers

From : Office of the Schools Division Superintendent

Subject: **AVAILMENT OF COMPENSATORY OVERTIME CREDITS (COC) FOR TEACHERS WHO ATTENDED THE REGIONAL MASS TRAINING OF SHS GRADE 11 TEACHERS**

Date : December 7, 2017

1. This is to inform the concerned senior high school heads and teachers that pursuant to CSC and DBM joint Circular No. 2, s. 2004, providing the policy on availing non-monetary remuneration through CTOs, teachers who participated in the Regional Mass Training of SHS Grade 11 Untrained Teachers last October 8-29, 2017 shall be entitled to Compensatory Overtime Credits (COCs).
2. Concerned teachers are required to submit accomplished DTRs for the entire training duration duly signed by the authorized official in the region. The accomplished Certificate of COC earned approved by the Schools Division Superintendent.
3. For information, guidance and dissemination.

PEDRO MELCHOR M. NATIVIDAD, CSEE
Schools Division Superintendent *[Signature]*



Republic of the Philippines
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Regional Memorandum

No. _____, s. 2017

TO: **SCHOOLS DIVISION SUPERINTENDENTS**
This Region

ATTENTION: Human Resource Management Officers

FROM: **DR. ISABELITA M. BORRES, CESO III**
Regional Director

SUBJECT: **AVAILMENT OF COMPENSATORY OVERTIME CREDITS (COC) FOR TEACHERS WHO
ATTENDED THE REGIONAL MASS TRAINING OF SHS GRADE 11 TEACHERS**

DATE: **November 27, 2017**



RECEIVED

[Signature] DEC 1 2017

Pursuant to CSC and DBM Joint Circular No. 2, s. 2004, providing the policy on availing non-monetary remuneration through CTOs, teachers who participated in the Regional Mass Training of SHS Grade 11 Untrained Teachers last October 8-29, 2017 shall be entitled to Compensatory Overtime Credits (COCs)

Immediate and wide dissemination of this Memorandum is desired.