



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

January 10, 2022

No. 035, s. 2022

RECALL ORDER OF APPROVED FORCED LEAVE

To: MISHEL C. CADUNGOG

1. In the exigency of the service, you are hereby directed to report to work on December 27, and 28, 2021, to attend the Rendering and Submission of CID-MEA Report for the Fourth Quarter of CY 2021.
2. In view hereof, your approved Forced Leave is/are hereby recalled. Hence, the Human Resource Management Office is likewise directed to reinstate the said leave to your total accumulated Vacation Leave Credits for CY 2021.
3. For compliance.

CRISTY C. EPE
Schools Division Superintendent





Republic of the Philippines
Department of Education
Schools Division of Digos City
Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002

Stamp of Date of Receipt

APPLICATION FOR LEAVE

1. OFFICE/DEPARTMENT	2. NAME : (Last) (First) (Middle)	
SDO/CID	CADUNOG MISHEL CASAS	
3. DATE OF FILING	4. POSITION	5. SALARY
NOVEMBER 24, 2021	EPS	68,415.00

6. DETAILS OF APPLICATION

6.A TYPE OF LEAVE TO BE AVAILED OF

- ☐ Vacation Leave (Sec. 51, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
- ☒ Mandatory/Forced Leave (Sec. 25, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
- ☐ Sick Leave (Sec. 43, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
- ☐ Maternity Leave (R.A. No. 11210 / IRR issued by CSC, DOLE and SSS)
- ☐ Paternity Leave (R.A. No. 8187 / CSC MC No. 71, s. 1998, as amended)
- ☐ Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
- ☐ Solo Parent Leave (RA No. 8972 / CSC MC No. 8, s. 2004)
- ☐ Study Leave (Sec. 68, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
- ☐ 10-Day VAWC Leave (RA No. 9262 / CSC MC No. 15, s. 2005)
- ☐ Rehabilitation Privilege (Sec. 55, Rule XVI, Omnibus Rules Implementing E.O. No. 292)
- ☐ Special Leave Benefits for Women (RA No. 9710 / CSC MC No. 25, s. 2010)
- ☐ Special Emergency (Calamity) Leave (CSC MC No. 2, s. 2012, as amended)
- ☐ Adoption Leave (R.A. No. 8552)

Others:

FL

6.B DETAILS OF LEAVE

In case of Vacation/Special Privilege Leave:

- ☐ Within the Philippines
- ☐ Abroad (Specify) _____

In case of Sick Leave:

- ☐ In Hospital (Specify Illness) _____
- ☐ Out Patient (Specify Illness) _____

In case of Special Leave Benefits for Women:

(Specify Illness) _____

In case of Study Leave:

- ☐ Completion of Master's Degree
- ☐ BAR/Board Examination Review

Other purpose:

- ☐ Monetization of Leave Credits
- ☐ Terminal Leave

6.C NUMBER OF WORKING DAYS APPLIED FOR

5

INCLUSIVE DATES

DECEMBER 10,22,24,27,28, 2021

6.D COMMUTATION

- ☐ Not Requested
- ☒ Requested

(Signature of Applicant)

7. DETAILS OF ACTION ON APPLICATION

7.A CERTIFICATION OF LEAVE CREDITS

	Vacation Leave	Sick Leave
Total Earned	15	
Less this application	5	
Balance	10	

FRANCIS JUDE D. ALCOMENDRAS

Administrative Officer V

7.B RECOMMENDATION

☒ For approval

☐ For disapproval due to _____

BEVERLY S. DAUGDAUG

Chief, Curriculum Implementation

7.C APPROVED FOR:

5 days with pay

_____ days without pay

_____ others (Specify)

7.D DISAPPROVED DUE TO:

BASILIO R. MANA-AY, JR.

Assistant Schools Division Superintendent



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

for recall.

OFFICE OF THE CHIEF EDUCATION SUPERVISOR

December 27, 2021

CID MEMORANDUM
No. 003, s. 2021

**RENDERING AND SUBMISSION OF CID-MEA REPORT
FOR THE FOURTH QUARTER OF CY 2021**

To: Education Program Supervisors
Public Schools District Supervisors
ALS EPS II
LR Personnel
Guidance Counselor

1. In pursuance to Division Memorandum No. 695, s. 2021, re: Amendment to RM 043 s. 2021 on Conduct of Online Quarterly RMEA-DMEA for FY 2021, this Office directs the following to render CID-MEA reports on December 28, 2021 via online platform:
 - a. Public Schools District Supervisors
 - b. ALS EPS 2
 - c. LR PDO and Librarian
 - d. Concerned Education Program Supervisors (those not able to render report on December 27, 2021)
2. All CID personnel are also required to submit CID-MEA reports in 2 formats - the one in excel form and the powerpoint presentation aligned to the data in the excel form – on or before December 28, 2021. For this, you go to CID email google drive using the folder “4th Quarter CID MEA – CY 2021”. Complete entry of required data in both formats is likewise expected.
3. Moreover, it is emphasized that anybody who will fail to render report tomorrow is required to submit a letter of explanation as a requirement in the signing of DTR for December 2021.
4. For guidance and strict compliance.

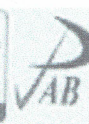
BEVERLY S. DAUGDAUG, EdD
CID Chief



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
Telephone No: (082) 553-8396 | (082) 553-8376 | (082) 553-9170 | (082) 553-8375



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147





Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

Division Advisory No. ____ s. 2021
December 27, 2021

Assistant Schools Division Superintendent
Chief Education Supervisors (CID & SGOD)
Public Schools District Supervisors & Education Program Supervisors
Schools Division Office Unit/Section Heads/Program Holders
PRME Personnel

Advisory to Recall the SDO Personnel who already Filed for Leave on the Scheduled FD-MEA (CID, SGOD, OSDS) on December 27-28, 2021

1. In reference to Division Memorandum 695, s. 2021, the field is hereby informed that those SDO personnel who already filed for leave on the scheduled date for FD-MEA (CID, SGOD, OSDS) on December 27-28, 2021 shall be **recalled**.
2. All provisions of Division Memorandum 695, s. 2021 (Amendment to RM 043, s. 2021 – Conduct of Online Quarterly RMEA-DMEA for FY 2021), remain in effects.
3. Immediate dissemination to all concerned is enjoined.

CRISTY C. EPE ^{12/27/2021}
Schools Division Superintendent



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Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

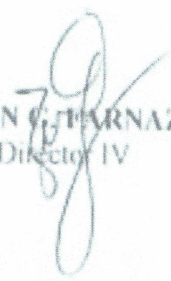
DEPED REGION XI ADVISORY NO. 079
October 26, 2021

This Advisory is issued for the information of the Assistant Regional Director, and All Schools Division Superintendents of this Region.

In view of conduct of the 15th Regional MANCOM Meeting on October 28, 2021 and the attendance of the Quality Assurance Division (QAD) Education Program Supervisors to the **Online Trainings of the Civil Service Commission** scheduled on three (3) separate occasions; November 2-5, November 8-12 and November 15, 2021, the presentation of the Schools Division Offices of their 3rd Quarter MEA Accomplishment Reports which is scheduled on October 28 -29, 2021, is hereby moved to November 17 and 18, 2021.

All other provisions of Regional Memorandum 022, s. 2021 (Conduct of Online Quarterly RMEA-DMEA for FY 2021) and Regional Memorandum 043, s. (Amendment to RM 022, s. 2021) relative to the above-cited activity, remain in effect.

For guidance and compliance.


ALLAN C. PARNAZO
Director IV

ROQ1jsa



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DepEd Region XI Office