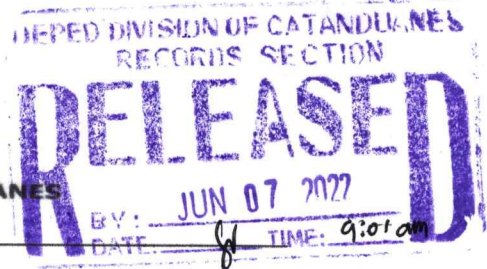




Republic of the Philippines  
**Department of Education**  
REGION V - BICOL  
SCHOOLS DIVISION OFFICE OF CATANDUANES



**MEMORANDUM**

OSDS-SGOD-UM-06-7-2022/ATB

**TO:** **ROBERTO T. TOMAGAN**- Teacher III-CNHS  
**ROMEO M. CAMACHO**- Teacher III- Sicmil Integrated School  
**SHERYL U. LITA**- Teacher- In Charge- Villa Aurora ES  
**JINKY LOU T. SARMIENTO**- Teacher III- Virac Central Es  
**ELMER T. ZAFE**- Teacher III- Buyo Integrated School  
**LOLITA BREQUILLO**- Teacher III- Buyo Integrated School  
**JEROME TINDUGAN**- Teacher III- Buyo Integrated School

**FROM:** **MA. LUISA T. DELA ROSA** *ML*  
Assistant Schools Division Superintendent  
OIC- Office of the SDS

**SUBJECT:** **Conduct of Marathon Activity in Selected Schools of Virac South**

**DATE:** **June 7, 2022**

1. In connection with the conduct of Marathon activity in selected schools in Virac South District, you are hereby requested to attend the Planning conference on **June 11, 2022, at 1:00 p.m. at the SGOD office** to prepare the logistics that will be needed in the activity. Likewise, you are also requested to serve as a member of the Technical Management Committee of the same activity on June 14, 2022, at 5:30 a.m. at Hawan Ilaya Barangay Plaza, Hawan Virac, Catanduanes.
2. Since June 11, 2022, falls on a Saturday, a one (1) day service credit/COC shall be given to the attendees of the meeting pursuant to paragraph 5.3 letter K of Joint Circular of the Civil Service Commission (CSC) and the Department of Budget and Management (DBM) dated October 4, 2004.
3. Travel, meals, and other expenses shall be charged from school funds or other sources.
4. For information, guidance, and compliance.

