



Republic of the Philippines  
**Department of Education**  
REGION III  
**SCHOOLS DIVISION OFFICE OF BATAAN**

**DIVISION LETTER**

No. 004, s. 2024

JAN 05 2024

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
All Others Concerned

Pursuant to Regional Memorandum No. 067, s. 2023 – Resumption of the Edukasyon Central Luzon (ECL) News Edition aired weekly on the DepEd RO3 FB Page and the continuous efforts of the Department of Education to provide accurate, timely, and relevant information to all stakeholders, the following members of the Public Affairs Unit - DepEd-Bataan TV (DBTV) News Team will take part in the shooting and production of **ECL Episode for January 2024 – Coverage of 267<sup>th</sup> Bataan Foundation Day on January 11, 2024:**

- |                              |              |
|------------------------------|--------------|
| • Richard M. Alboro          | - ITO I      |
| • Rico D. Calma              | - ADA IV     |
| • Mark Anthony M. Sobreviñas | - CMT-I      |
| • Pepito B. Hernandez        | - Teacher II |

In line with this, the designated members of the DBTV News Broadcast Team shall be relieved from their regular work and be given sufficient time to efficiently fulfill their duties during the pre and post-production schedule of the episode. Likewise, they are eligible to reimburse travel and other relevant expenses incurred in the performance of their functions as members of the SDO Broadcast Team from the SDO Maintenance and Other Operating Expenses (MOOE) subject to existing accounting and auditing rules and regulations per RM No. 195, s. 2022.

As stipulated in the CSC and DBM Circular No. 4, s. 2004, all personnel with permanent, temporary, casual/contractual status can avail of Compensatory Time-Off (CTO) Service Credite in lieu of overtime services rendered on weekends, holidays, or scheduled days off credits (Saturdays and Sundays).

This Division Letter will also serve as the Travel Authority of the said members of the DepEd-Bataan TV News Broadcast Team.

Please be guided accordingly.

**CAROLINA S. VIOLETA, EdD, CESO V**  
Schools Division Superintendent

CI5/CI30 January 5, 2024

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*"We Mould Heroes"*

