



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

OCT 30 2024

DIVISION ADVISORY
No. 322, s. 2024

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
PESS Coordinators
Tournament Directors
Teacher-Coaches
All Others Concerned

In line with Division Memorandum No. 214, s. 2023, titled "Submission of Requests for Service Credits and Compensatory Time-Off for Teaching and Non-Teaching Positions," this Office reiterates that all concerned must submit their requests for service credits and compensatory time-off within 10 working days following the conclusion of the Division Selection for Individual and Dual Sports Competitions held on October 5-6, 2024.

The deadline for submission is October 18, 2024. Schools that received corrections and had their requests returned before the deadline may resubmit their requests, provided they include a receiving copy of the original request. Please note that any requests submitted after the deadline will not be accepted.


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

Encl.: as stated
Reference: CSC & DBM Joint Circular No. 2, s. 2004

SO13/RMI
October 30, 2024



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