



Republic of the Philippines  
Department of Education  
Region VIII - Eastern Visayas  
**SCHOOLS DIVISION OF TACLOBAN CITY**  
Tacloban City

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**DIVISION MEMORANDUM**

No. 214 s. 2023

**COMPOSITE TEAM OF EVRAA COMMITTEE ON NEWSLETTER/DOCUMENTATION**

**TO: PUBLIC SCHOOLS DISTRICT SUPERVISORS  
SECONDARY, INTEGRATED, AND ELEMENTARY SCHOOL HEADS  
ALL OTHERS CONCERNED**

**DATE:** April 21, 2023

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1. In view of our commitment and desire to cater reliable and authentic information thus produce newsletter relative to the various events of 2023 EVRAA, this office through the Curriculum Implementation Division (CID) informs the field of the **Composite Team of EVRAA Committee on Newsletter/Documentation** (Enclosure 1).
2. The team is expected to gather reliable, valid, and authentic information in written, print, photo, and other platforms; and finally produce newsletter relative to the various events of the 2023 Eastern Visayas Regional Athletics Association (EVRAA).
3. Teacher - School Paper Advisers (SPAs) whose classes are affected on this regard, shall provide Modules or any learning activities prior to the assignment of the EVRAA events equivalent to the number of hours missed, if not, some contingency measures to this effect.
4. Teacher - School Paper Advisers (SPAs) and Non-teaching personnel are entitled to Service Credit, and Compensatory Overtime Credit (COC) per CSC-DBM Joint Circular No. 2 s. 2004 respectively for overtime services rendered, or on days that fall on holidays provided the following are duly accomplished:
  - A. DTRs signed by the Division Journalism Coordinator;
  - B. ACR with pictures
5. This memo shall serve as **Travel Order** to the members of the Composite Team of 2023 EVRAA Committee on News Letter/Documentation.
6. Expenses incurred relative to the said activity as snacks, meals, travel, and other incidental expenses shall be charged to local funds subject to the current accounting and auditing rules and regulations.
7. Wide and immediate dissemination of and compliance with this Memorandum are desired.

  
**JUDELLA R. LUMPAS EdD., CESO VI**  
Schools Division Superintendent

4/21/23  
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1