



December 13, 2019

**DIVISION MEMORANDUM**

No. 244, s. 2019

**CAPIZ DIVISION YES-O CAMP POST EVALUATION MEETING**

**To: Assistant Schools Division Superintendent  
Chief Education Program Supervisors, SGOD & CID  
Public Schools District Supervisors and Officer In-Charge of the Districts  
Heads of Public Secondary and Integrated Schools**

1. The Schools Division of Capiz through the School Governance and Operations Division (SGOD) *Youth Formation*, will conduct a Post Camp Evaluation Meeting on **December 19, 2019, 9:00 AM** at the **DepEd Capiz Division Multi-Purpose Hall**.
2. Participants to this activity are the Project Development Officers I, Federation Officers of YES-O Advisers and Committee Chairpersons of the concluded 2019 Division YES-O Camp.
3. Each Committee Chairperson should submit their corresponding liquidation report to the secretariat during the meeting.
4. Travel and other expenses relative to participation to this activity shall be charged to the YES-O, PTA and other sources of funds subject to the usual accounting and auditing rules and regulations.
5. Participants to this activity who are teachers are entitled to a **one (1) Day Service Credit**, based on CSC and DBM Joint Circular No. 2 dated October 4, 2004. It is understood that these service credits shall be used only to offset absences and not for commutation to leave credits for purposes of monetization and further the compensatory time-off is non-cumulative and should be utilized within a year.
6. Immediate dissemination of this memorandum is desired.

  
**SALVADOR O. OCHAVO JR., EdD, CESO V**  
Schools Division Superintendent

Encl: None

Reference: