



May 17, 2018

**MEMORANDUM**

No. 292, s. 2018

**ADDENDUM TO DIVISION MEMO. NO. 285 S. 2018 DATED MAY 15, 2018  
RE: ON THE GRANT OF SERVICE CREDITS TO TEACHERS AND CTO TO THE  
MEMBERS OF THE TRAINING STAFF**

**TO :** ASDS, CID/SGOD Chiefs  
DEPS & PSDS/DIC's  
School Heads both Elementary and Secondary

1. The 3-Day Division Seminar-Workshop on the Expansion of Division Learning Resource Illustrators/Writers and Digitizers will be conducted on May 24-26, 2018 at the GSP Building, Dumaguete City.
2. Division Memorandum No. 285 fails to stipulates the grant of Service Credits and CTO to all participants since the 3<sup>rd</sup> day of the training falls on a Saturday, May 26, 2018, therefore this memo shall grant 1-day Service Credit and CTO all the participants and staff serving on that date per CSC-DBM JOINT CIRCULAR NO. 02-04
3. Please be guided accordingly.
4. Immediate and wide dissemination of this Memorandum is desired.

*for: [Signature]*  
**WILFREDA D. BONGALOS, Ph.D., CESO V**  
Schools Division Superintendent *[Signature]*

*WDB/ENC/rra18*  
*Expansion LR Illustrators*

18 MAY 2018