Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF BOHOL
City of Tagbilaran

Behold... BOHOL

April 30, 2018

NIMFA D. BONGO, Ed.D., CESO V
Schools Division Superintendent
Division of Bohol
City of Tagbilaran

Madam:

I would like to request approval for **Compensatory Time Off (CTO)** of the following **Education Program Supervisors (EPS) and Public Schools District Supervisors (PSDS)** (listed herewith), who had attended the **Instructional Leadership Program for District and Division Supervisors** on **April 23, 2018 to April 28, 2018 at DepEd Ecotech Center, Lahug, Cebu City.** This request in is accordance with **DepEd Order No. 53 s. 2003 and per CSC and DBM Joint Circular No. s. 2004** as stipulated in **paragraph 7**, of the **Regional Memorandum No. 1018 s. 2017 dated December 27, 2017.**

	NAME	OFFICE/DISTRICT	DATE OF ATTENDANCE	NO. OF DAYS OF CTO
1.	Pablito D. Villalon	SDO	April 22 & 28, 2018	2 days
2.	Felix C. Galacio, Jr.	SDO	April 22 & 28, 2018	2 days
3.	Hermenilda B. Gracio	SDO	April 22 & 28, 2018	2 days
4.	Jupiter Maboloc	SDO	April 22 & 28, 2018	2 days
5.	Lope S. Hubac	SDO	April 22 & 28, 2018	2 days
6.	Grace P. Mendez	SDO	April 22 & 28, 2018	2 days
7.	Gemma Aniceta N. Ladroma	Ea	April 22 & 28, 2018	2 days
8.	Isidora H. Codilla	Garcia Hernandez	April 22 & 28, 2018	2 days
9.	Agustina S. Deligero	Maribojoc	April 22 & 28, 2018	2 days
10.	Antonia S. Ranario	Lila	April 22 & 28, 2018	2 days
11.	Alberta P. Patulin	Tubigon East	April 22 & 28, 2018	2 days
12.	Milueda P. Escabarte	Tubigon West	April 22, 2018	1 day
13.	Nestor C. Villas	Batuan	April 22 & 28, 2018	2 days
14.	Vitaliano A. Luga	Panglao	April 22 & 28, 2018	2 days
15.	Marcelo A. Dapar, Jr.	Sevilla	April 22 & 28, 2018	2 days
16.	Bonifacio C. Timbal	Ubay 2	April 22 & 28, 2018	2 days
17.	Marcelo C. Lloren	Jagna	April 22 & 28, 2018	2 days
18.	Cesaria C. Yecyec	Alburquerque	April 22 & 28, 2018	2 days
19.	Edilberto B. Avenido	Ubay 1	April 22 & 28, 2018	2 days
20.	Felipeneri E. Calape	Inabanga North	April 22 & 28, 2018	2 days
21.	Ma. Rowena L. Balduman	Sagbayan	April 22 & 28, 2018	2 days

	NAME	OFFICE/DISTRICT	DATE OF ATTENDANCE	NO. OF DAYS OF CTO
22.	Niceforo P. Suric	San Isidro	April 22 & 28, 2018	2 days
23.	Albeto L. Mangaron	Loon North	April 22, 2018	1 day
24.	Maura C. Busano	Anda	April 22 & 28, 2018	2 days
25.	Ma. Maya V. Tumalon	Mabini	April 22 & 28, 2018	2 days
26.	Evelyn H. Codilla	Dimiao	April 22 & 28, 2018	2 days
27.	Sarah T. Montejo	Antequera	April 22 & 28, 2018	2 days
28.	Miguel G. Pogoy	Inabanga South	April 22 & 28, 2018	2 days
29.	Philip Nelson C. Galo	San Miguel	April 22 & 28, 2018	2 days
30.	Victor T. Bautista	Bien Unido	April 22 & 28, 2018	2 days
31.	Exequiel J. Cifra	Danao	April 22 & 28, 2018	2 days
32.	Renato D. Calamba	Carmen West	April 22 & 28, 2018	2 days
33.	Mildred P. Buga	Loboc	April 22 & 28, 2018	2 days
34.	Marifel R. Bernales	Alicia	April 22 & 28, 2018	2 days
35.	Antonio P. Buaya	Pres. CP Garcia	April 22 & 28, 2018	2 days
36.	Amelita C. Credo	Trinidad	April 22 & 28, 2018	2 days
37.	Noel T. Duavis	Buenavista	April 22 & 28, 2018	2 days
38.	Margarito M. Estoce, Jr.	Loon South	April 22 & 28, 2018	2 days
39.	Lourdes A. Mendez	Ubay 3	April 22 & 28, 2018	2 days
40.	Maria Petra B. Ocio	Guindulman	April 22 & 28, 2018	2 days
41.	Sergio C. Ranque	Sikatuna	April 22 & 28, 2018	2 days
42.	Juana T. Oracion	Sierra Bullones	April 22 & 28, 2018	2 days
43.	Danilo A. Aton	Duero	April 22 & 28, 2018	2 days
44.	Lolita M. Kibir	Loay	April 22 & 28, 2018	2 days
45.	Sergia A. Palaca	Valencia	April 22 & 28, 2018	2 days
46.	Percy P. Torres	Talibon 1	April 22 & 28, 2018	2 days
47.	Felix A. Cosap	Clarin	April 22 & 28, 2018	2 days
48.	Nilo A. Golosino	Dagohoy	April 22 & 28, 2018	2 days
49.	Maria Mel H. Belano	Calape	April 22 & 28, 2018	2 days
50.	Enriqueta V. Vigonte	Corella	April 22 & 28, 2018	2 days
51.	Ma. Teresita I. Alampayan	Talibon 2	April 22 & 28, 2018	2 days

I hope that this request will merit your kind consideration and approval.

Very truly yours,

GRACE P. MENDEZ, Ph.D.
EPS-TLE

Recommending Approval:

CASIANA P. CABERTE, Ph.D., CESE
OIC ASDS/Chief CID

Approved:

NIMFA D. BONGO, Ed.D., CESO V
Schools Division Superintendent