

## Office of the Schools Division Superintendent

DIVISION MEMORANDUM No. 449 s. 2022

November 04, 2022

## SCHEDULE OF TRAVEL AND ATTENDANCE TO THE FLAG RAISING CEREMONY

To: All Division Personnel

- 1. In consonance to the Division Memorandum No. 557, s. 2022, **Attendance to the Flag Raising Ceremony** and pursuant to Republic Act No. 8491, known as the **Flag Heraldic Code of the Philippines** and the Civil Service Commission Memorandum Circular No. 19, s. 2012 on **Observance of Flag Ceremonies**, all Division Personnel are required to be present and attend the flag raising ceremony every Monday morning at 7:45 AM, or the next day if Monday is declared non-working holiday.
- 2. Travel and field monitoring of Education Program Supervisors shall be conducted every  $2^{nd}$  and  $3^{rd}$  week of the month except Mondays of these scheduled weeks.
- 3. No flexi time shall be credited every Monday or every Flag Raising Activity.
- 4. Immediate dissemination of and strict compliance of this Memorandum is directed.

JONATHAN'S. DELA PENA, PhD, CESOV Schools Division Superintendent

JSD/egd



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