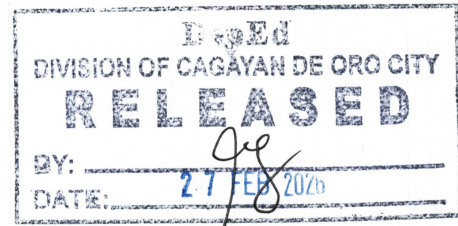




Republic of the Philippines
Department of Education
REGION X

DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent



27 February 2026

DIVISION MEMORANDUM

No. 234 s. 2026

MEDICAL RESPONDER FOR THE CITY CENTRAL SCHOOL FUN RUN

TO: KITO-KRISTIAN N. FRANCISCO, RN

1. This Memorandum is issued to designate the above-named personnel as Medical Responder for the City Central School Fun Run Activity.

2. Details of Assignment

- Activity: City Central School Fun Run Activity
- Role: Medical Responder
- Date: February 28, 2026 Saturday
- Venue: Cagayan de Oro City Boulevard

4. The designated Medical Responders shall:

- Provide immediate medical assistance and first aid to participants as necessary;
- Ensure readiness of medical supplies and equipment during the activity;
- Coordinate with activity organizers and concerned authorities on health-related concerns.

5. Since the activity will be conducted on a Saturday, which is outside regular working days, Personnel on duty will be entitled to Compensatory Time-Off (CTO) equivalent to the actual number of hours rendered, subject to existing Civil Service Commission and Department of Education rules and regulations.

6. This Memorandum shall take effect immediately and shall be effective for the duration of the activity.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: As stated

Reference: None

To be indicated in the Perpetual Index
under the following subjects:

HEALTH EDUCATION

MEDICAL RESPONDERS

DM-020-SGOD-SHN/ Medical Responders for the City Central School Fun Run Activity



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