

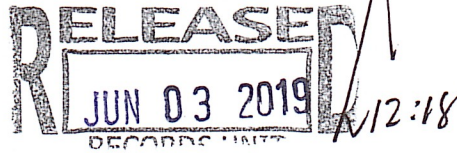


REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE – MARIKINA CITY

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DIVISION OF CITY SCHOOL
MARIKINA



June 3, 2019

MEMORANDUM TO:

Chief Education Supervisors, CID and SGOD
Administrative Officer V
Administrative Officer IV, HRMO
Elementary and Secondary School Heads
All Concerned

**MEETING ON THE IMPLEMENTATION AND UPDATES OF THE CENTRALIZED
DAILY TIME RECORD SYSTEM (CDTRS)**

All school personnel in-charge of the daily time records are requested to attend a meeting on **June 7, 2019, 9:00am at the Schools Division Office – AVR**. This is to discuss the following:

- implementation of multiple schedules
- applying disputes and sick leaves
- use of the CDTRS mobile app
- others

Attendance is a must.

Please be guided accordingly.

JOEL T. TORRECAMPO
Officer-In-charge
Office of the Schools Division Superintendent