



Republic of the Philippines  
**Department of Education**  
REGION VII—CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division Superintendent**

MAY 2022

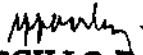
DIVISION MEMORANDUM

No. 373 , s. 2022

**APPROVING AUTHORITIES FOR OFFICIAL LOCAL TRAVELS**

To: Assistant Schools Division Superintendents  
Chief, CID and SGOD  
Senior Education Program Specialists/ Education Program Specialists II  
Public Schools District Supervisors/Districts-In-Charge  
Public Elementary and Secondary School Heads  
All Others Concerned

1. Parallel to DepEd Memorandum No. 22, s. 2019 titled "Guidelines on Official Local Travels in the Department of Education and duly approved by the Regional Director, this office hereby grants authority to the Public Schools District Supervisor/District-In-Charge/ District Caretaker to issue and sign the Authority to Travel of School Heads within their jurisdiction.
2. Such authority pertains only for travels/activities/events/errands within the Division of Negros Oriental.
3. For information and immediate dissemination.

  
**SENEN PRISCILLO P. PAULIN, CESO V**  
Schools Division Superintendent

SPP/JMA-MKP-NLR/SGOD/RBP/kpanton  
May 5, 2022



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