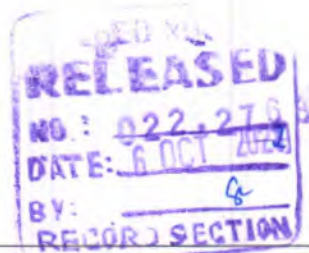




Republic of the Philippines  
Department of Education



## AUTHORITY TO TRAVEL

CONTROL NO.

1193

**REGION: 7**

**BUREAU/DIVISION/SCHOOL: NEGROS ORIENTAL**

<b>Date of Filing</b>	October 6, 2022
<b>NAME &amp; Designation</b>	<b>Dr. Elisa L. Baguio</b> -EPS, Math <b>Ms. Katherine Sedillo</b> -EPS, Kindergarten/SPED/MTB-MLE <b>Mr. Alger Terio</b> , P1, Bindoy 1 District <b>Ms. Glenda Cadelina</b> -P1, Mabinay 3 District <b>Ms. Maria Melba Real</b> -P2, Bacong District <b>Ms. Elvie Diones</b> - P1, Sibulan 1 District <b>Ms. Rosa Leah Dagoy</b> -P1, Valencia District <b>Ms. Myleen Sedillo</b> -TIC, Amlan District
<b>Permanent Station</b>	SDO Negros Oriental
<b>Purpose of Travel</b>	To attend the <b>Orientation with the Untrained Supervisors &amp; School Heads on the Utilization of ELLN Digital Courseware</b> (Attached is the Regional Memo # 0834, s. 2022) ( <b>Note:</b> Venue is changed to Hotel Fortuna as per instruction from Miss Maurette Ponce through GC)
<b>Activity Organized/ Sponsored by</b>	DepEd Region VII
<b>Period Covered</b> (Inclusive of Travel Time)	October 10-14, 2022
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Hotel Fortuna, Borromeo St., Cebu City
<b>Expenses Covered</b>	Travelling & other incidental expenses of participants shall be charged against the local/Division/School/MOOE Funds while the board & lodging shall be charged against ELLN Funds subject to the usual government accounting & auditing rules & regulations.
<b>Fund Source</b> (Pap Code/...)	Division/School MOOE/local Funds
<b>Recommending Approval:</b>  <b>NILITA L. RAGAY EdD</b> Chief, CID Date: 10/6/2022	<b>Approved:</b>  <b>SENEN PRISCILLO P. PAULIN, CESO V</b> Schools Division Superintendent Date: 10/6/22



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS

Office of the Regional Director

OCT 04 2022

REGIONAL MEMORANDUM

No. 083, s. 2022

**ORIENTATION WITH THE UNTRAINED SUPERVISORS AND SCHOOL HEADS  
ON THE UTILIZATION OF ELLN DIGITAL COURSEWARE**

To: Schools Division Superintendents

1. This Office through the Curriculum and Learning Management Division (CLMD) will conduct an Orientation with the Untrained Supervisors and School Heads on the Utilization of Early Language, Literacy, and Numeracy (ELLN) Digital Courseware. This will be held on October 10-14, 2022 at ECOTECH Center, Sudlon, Lahug, Cebu City.
2. The activity aims to:
  - a. orient the participants on the utilization of ELLN Digital Courseware;
  - b. establish a sustainable and cost-effective professional development system for Key Stage 1 learners to improve their reading and numeracy skills; and
  - c. design a school plan for the implementation of the ELLN Digital Courseware.
3. Schools Division Superintendents (SDS) are requested to identify the names of expected participants based on the requirement in Enclosure 1. SDSs are also requested to designate a permanent Division ELLN Coordinator to be part of the participants, as required by the Central Office. All participants are required to pre-register through the link: **<https://tinyurl.com/regELLN>** on or before October 7, 2022. They are also required to bring their laptop, extension cord, and vaccination card when attending the activity.
4. Traveling and other incidental expenses of the participants shall be charged against local/ MOOE Funds, while their board and lodging shall be charged against ELLN Funds. All expenses are subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of and compliance with this Memorandum is directed.

**SALUSTIANO T. JIMENEZ, EdD, JD, CESO V**  
Director IV  
Regional Director

STJ/CAR/CLMD/MJCD/mjp



**Address:** Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
**Telephone Nos.:** (032) 231-1433; (032) 414-7399  
**Email Address:** region7@deped.gov.ph



Enclosure No. 1 to RM No. 0634, s. 2022

**Orientation with the Untrained Supervisors and School Heads on the Utilization of Early Language, Literacy, and Numeracy (ELLN) Digital Courseware**

October 10-14, 2022

**REQUIRED NUMBER OF PARTICIPANTS**

Division	ELLN Coordinators	School Heads (Elementary Level)
Bais City	1	5
Bayawan City	1	5
Bogo City	1	5
Canlaon City	1	5
Carcar City	1	5
Cebu	1	7
Cebu City	1	7
City of Naga	1	5
Danao City	1	5
Dumaguete City	1	5
Guihulngan City	1	5
Lapu-Lapu City	1	5
Mandaue City	1	5
Negros Oriental	1	7
Siquijor	1	5
Tagbilaran City	1	5
Talisay City	1	5
Tanjay City	1	5
Toledo City	1	5

**Other Participants:**

- CLMD Chief
- Regional ELLN Coordinator
- Region Education Program Supervisors (English, Filipino, & Mathematics)
- 3 LRMS staff

Enclosure No. 1 to RM No. 0834, s. 2022

**Orientation with the Untrained Supervisors and School Heads on the Utilization of Early Language, Literacy, and Numeracy (ELLN) Digital Courseware**

October 10-14, 2022

**REQUIRED NUMBER OF PARTICIPANTS**

Division	ELLN Coordinators	School Heads (Elementary Level)
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Carcar City	1	5
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Cebu City	1	7
City of Naga	1	5
Danao City	1	5
Dumaguete City	1	5
Guihulngan City	1	5
Lapu-Lapu City	1	5
Mandaue City	1	5
Negros Oriental	1	7
Siquijor	1	5
Tagbilaran City	1	5
Talisay City	1	5
Tanjay City	1	5
Toledo City	1	5

**Other Participants:**

- CLMD Chief
- Regional ELLN Coordinator
- Region Education Program Supervisors (English, Filipino, & Mathematics)
- 3 LRMS staff