



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



**AUTHORITY TO TRAVEL**

CONTROL NO:

1241

**REGION: VII**

**BUREAU/DIVISION/SCHOOL: Division Of Negros Oriental**

<b>Date of Filing</b>	October 20, 2022
<b>NAME</b>	<b>Mark Anthony A. Pajuelas in lieu of Gwynne Stacy B. Torres</b>
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	Render Vision Screening to Kindergarten Students.
<b>Activity Organized/ Sponsored By</b>	DepEd, Division of Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	October 25, 2022
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Pio Macahig ES, Siaton 4
<b>Expenses Covered</b>	Travel and Incidental Expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE

**Recommending Approval:**

**RACHEL B. PICARDAL EdD**

SGOD, Chief Education Supervisor

Date: OCT 20 2022

**Approved:**

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

Date: 10/20/22

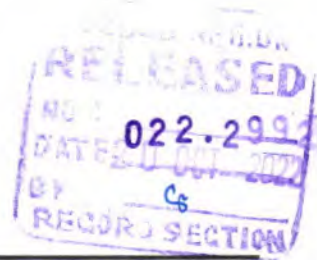


Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City  
Telephone Nos.: (035)225-2838 / 225-2376 / 422-7644  
Email Address: negros.oriental@deped.gov.ph





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**Department of Education**  
REGION VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL



**AUTHORITY TO TRAVEL**

CONTROL NO:

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**REGION: VII**

**BUREAU/DIVISION/SCHOOL: Division Of Negros Oriental**

<b>Date of Filing</b>	October 20, 2022
<b>NAME</b>	<b>GWYNNE STACY B. TORRES</b>
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	Render health care services to teaching and non-teaching personnel and school learners
<b>Activity Organized/ Sponsored By</b>	DepEd, Division of Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	October 24, 2022- Casiano Z. Napigkit October 25, 2022- MNNLCES October 26, 2022- Division Office October 27, 2022- Zamboanguita CES October 28, 2022- Division Office
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Sta. Catalina District 1 schools; Zamboanguita CES; Division Office
<b>Expenses Covered</b>	Travel and Incidental Expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE

**Recommending Approval:**

  
**RACHEL B. PICARDAL EdD**  
SGOD, Chief Education Supervisor  
Date: OCT 20 2022

**Approved:**

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

Date: 10/20/22



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SCHOOLS DIVISION OF NEGROS ORIENTAL

**ITINERARY OF TRAVEL**  
**For the month of October 2022**

**OBJECTIVES:**

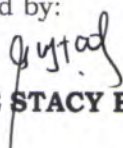
1. Monitor the implementation of the OK sa DepEd flagship programs: *School-Based Feeding Program, Adolescent Reproductive Health Program, National Drug Education program, School Mental Health, and WINS*;
2. Provide nursing services (e.g. blood pressure, blood sugar, health assessment, deworming, etc.) to teaching and nonteaching personnel, and learners;
3. Monitor the adherence of health protocols during the conduct of the limited face-to-face classes or any school-related activities;
4. Attend scheduled meeting/conferences in the Division Office and schools;
5. Conduct any health education activity to all teaching and non-teaching personnel in the Division Office, District offices and schools;
6. Conduct school visits; and
7. Draft/submit reports of accomplishment.

**SCHEDULE OF ACTIVITIES:**

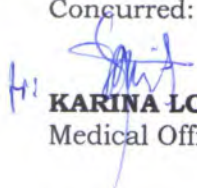
1 - Saturday	12- Vacation Leave	23- Sunday
2 - Sunday	13- Vacation Leave	24- Casiano Z. Napigkit NHS
3- Southview Hotel	14- Vacation Leave	25- MNNLCES
4- Southview Hotel	15- Saturday	26- Division Office
5- Vacation Leave	16- Sunday	27- Zamboanguita CES
6- Vacation Leave	17- San Francisco ES	28- Division Office
7- Forced Leave	18- Plaza Maria Suites Inn	29- Saturday
8- Saturday	19- Plaza Maria Suites Inn	30- Sunday
9- Sunday	20- Division Office	31- Holiday
10- Vacation Leave	21- Division Office	
11- Vacation Leave	22- Saturday	

*Note: This schedule is subject to change when deemed necessary.*

Submitted by:

  
**GWYNNE STACY B. TORRES**  
Nurse II

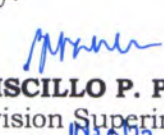
Concurred:

  
**KARINA LOUISE B. DE LA CRUZ, MD**  
Medical Officer III

Recommending Approval:

  
**RACHEL B. PICARDAL, EdD.**  
Chief Education Supervisor, SGOD

Approved by:

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

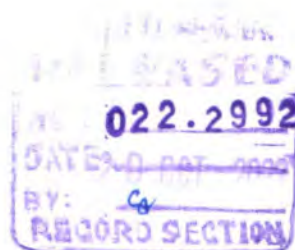


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SCHOOLS DIVISION OF NEGROS ORIENTAL



ANNEX A

**AUTHORITY TO TRAVEL**

CONTROL NO:

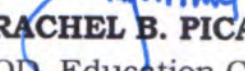
1241

**REGION: VII**

**BUREAU/DIVISION/SCHOOL: Division of Negros Oriental**

<b>Date of Filing</b>	October 20, 2022
<b>NAME/Designation</b>	<b>ALEXANDRIA N RUPERTO, ESAN VAL T. CABRERA, MARIA LOVELYN V. MANANQUIL</b>
<b>Permanent Station</b>	DIVISION OFFICE
<b>Purpose of Travel</b>	To render health services, monitor, implement health programs and conduct physical assessment to learners.
<b>Activity Organized/ Sponsored By</b>	DepEd Regional Office VII
<b>Period Covered (Inclusive of Travel Time)</b>	October 21, 2022 – Matuog ES, Tayasan 1 October 24, 2022- Lutay ES, Tayasan II October 25, 2022- Tayasan NHS, Tayasan 1 October 26, 2022- Tamao ES, Tayasan 1
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Tayasan 1 and 2 Districts
<b>Expenses Covered</b>	Travel and incidental expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE

**Recommending Approval:**

  
**RACHEL B. PICARDAL, EdD**  
SGOD, Education Chief Supervisor

Date: OCT 20 2022

**Approved:**

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

Date: 10/20/22



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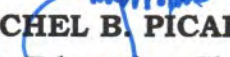
1241

**REGION: VII**

**BUREAU/DIVISION/SCHOOL: Division of Negros Oriental**

<b>Date of Filing</b>	October 20, 2022
<b>NAME/Designation</b>	<b>SUZETTE S. ONDE, RN</b>
<b>Permanent Station</b>	DIVISION OFFICE
<b>Purpose of Travel</b>	To render health services, monitor, implement health programs and conduct physical assessment to learners.
<b>Activity Organized/ Sponsored By</b>	DepEd Regional Office VII
<b>Period Covered (Inclusive of Travel Time)</b>	October 21, 2022 – Matuog ES, Tayasan 1 October 24, 2022- Domolog ES, Bindoy 2 October 25, 2022- Tupas ES, Manjuyod 2 October 26, 2022- Tamao ES, Tayasan 1
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Tayasan 1, Bindoy 2, and Manjuyod 2
<b>Expenses Covered</b>	Travel and incidental expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE


**Recommending Approval:**

  
**RACHEL B. PICARDAL, EdD**  
SGOD, Education Chief Supervisor

Date:

**OCT 20 2022**

**Approved:**

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

Date:

**10/20/22**

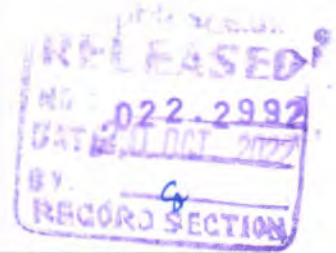


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**BUREAU/DIVISION/SCHOOL: Negros Oriental**

<b>Date of Filing</b>	October 20, 2022
<b>NAME</b>	<b>Dr. Karina Louise de la Cruz</b> – Medical Officer III
<b>Position/Designation</b>	<b>Marianne Mae Ragas</b> – Nurse II
<b>Permanent Station</b>	SDO, Negros Oriental
<b>Purpose of Travel</b>	Render health services to learners and personnel at SDHCP clinic; Monitoring of SDHCP clinic in preparation for Central Office monitoring
<b>Activity Organized/ Sponsored By</b>	DepEd Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	<b>October 21, 2022 – Sibulan CES (Sibulan 1 district)</b>
<b>Venue/Destination</b>	
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Expenses Covered</b>	(subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	
<b>Recommending Approval:</b>	<b>Approved:</b>
 <b>RACHEL B. PICARDAL EdD</b> SGOD, Chief Education Supervisor	 <b>SENEN PRISCILLO P. PAULIN, CESO V</b> Schools Division Superintendent
Date: <u>OCT 20 2022</u>	Date: <u>10/20/22</u>



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**BUREAU/DIVISION/SCHOOL: Division of Negros Oriental**


<b>Date of Filing</b>	October 20, 2022
	Ellen Mayagma, Emilia Chui, Janet Gaddi, Farren Hababag
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	To conduct vision screening to Kindergarten students. To provide health care services to teaching and non-teaching personnel. To conduct health assessment and deworming to students. Clinic Duty
<b>Activity Organized/ Sponsored By</b>	DepEd SDO Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	October 27, 2022- Salangan, Felix M. Tio Memorial, Basak ES
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Zamboanguita District
<b>Expenses Covered</b>	Travel and incidental expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE

**Recommending Approval:**

  
**RACHEL B. PICARDAL, EdD**  
SGOD, Education Chief Supervisor

Date: OCT 20 2022

**Approved:**

  
**SENEN PRISCILLO P. PAULIN, CESO  
V**

Schools Division Superintendent  
Date: 10/20/22



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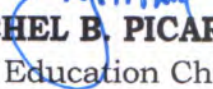
1241

**REGION: VII**

**BUREAU/DIVISION/SCHOOL: Division of Negros Oriental**

<b>Date of Filing</b>	October 20, 2022
	Mary Ruth Gloria, Kathleen Joy Juntilla, Mark Anthony Pajuelas, Gueia Samson
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	To conduct vision screening to Kindergarten students. To provide health care services to teaching and non-teaching personnel. To conduct health assessment and deworming to students. Clinic Duty
<b>Activity Organized/ Sponsored By</b>	DepEd SDO Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	October 27, 2022- Sta. Catalina CES, Cawitan ES, Manalongon CES
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Sta. Catalina District
<b>Expenses Covered</b>	Travel and incidental expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE

**Recommending Approval:**

  
**RACHEL B. PICARDAL, EdD**  
SGOD, Education Chief Supervisor

Date: OCT 20 2022

**Approved:**

  
**SENEN PRISCILLO P. PAULIN, CESO V**

Schools Division Superintendent  
Date: 10/20/22







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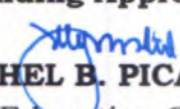

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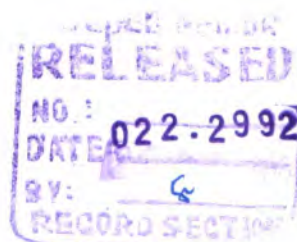
<b>Date of Filing</b>	October 20, 2022
	Mark Anthony A. Pajuelas, RN
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	To provide health care services to teaching and non-teaching personnel. To conduct health assessment and deworming to students. Clinic Duty
<b>Activity Organized/ Sponsored By</b>	DepEd SDO Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	October 20, 2022 - Valencia SHS
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Valencia District
<b>Expenses Covered</b>	Travel and incidental expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE
<b>Recommending Approval:</b>   <b>RACHEL B. PICARDAL, EdD</b> SGOD, Education Chief Supervisor  Date: <u>OCT 20 2022</u>	<b>Approved:</b>  <b>SENEN PRISCILLO P. PAULIN, CESO V</b> Schools Division Superintendent Date: <u>10/20/22</u>







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**BUREAU/DIVISION/SCHOOL: Division of Negros Oriental**

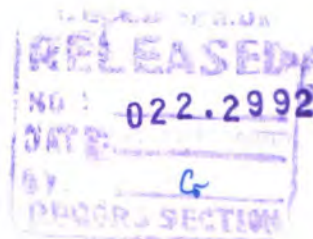
<b>Date of Filing</b>	October 20, 2022
<b>NAME/Designation</b>	<b>MELANIE MAE O. AUSTERO, RN</b> <b>KENNITH MISAMIS, RN</b>
<b>Permanent Station</b>	DIVISION OFFICE
<b>Purpose of Travel</b>	To render health services, monitor, implement health programs and conduct physical assessment to learners.
<b>Activity Organized/ Sponsored By</b>	DepEd Regional Office VII
<b>Period Covered (Inclusive of Travel Time)</b>	October 24, 2022- Domolog ES, Bindoy 2 October 25, 2022- Bindoy CES, Bindoy 1 October 26, 2022- Tupas ES, Manjuyod 2
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Bindoy 1, Bindoy 2, and Manjuyod 2
<b>Expenses Covered</b>	Travel and incidental expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE
<b>Recommending Approval:</b>   <b>RACHEL B. PICARDAL, EdD</b> SGOD, Education Chief Supervisor  Date: <u>OCT 20 2022</u>	<b>Approved:</b>   <b>SENEN PRISCILLO P. PAULIN, CESO V</b> Schools Division Superintendent  Date: <u>10/20/22</u>







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**AUTHORITY TO TRAVEL**

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**REGION: VII**

**BUREAU/DIVISION/SCHOOL: Division of Negros Oriental**

**Date of Filing**

October 20, 2022

Deanne Beth Quirit-Manaban

**Permanent Station**

Division Office

**Purpose of Travel**

To serve as medics and provide health care services to school heads during the School Heads Development Program. Clinic Duty at School Medical-Dental Clinic

**Activity Organized/  
Sponsored By**

•  
DepEd SDO Negros Oriental

**Period Covered  
(Inclusive of Travel  
Time)**

October 20, 2022 – Plaza Maria Luisa Suites Inn  
October 21, 2022 – Pio Macahig Memorial Central School

**Please Check**

☒ Official Business ☐ Official Time

**Venue/Destination**

Plaza Maria Suites Inn, Siaton IV District

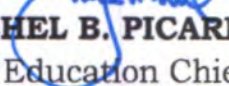
**Expenses Covered**

Travel and incidental expenses  
(subject to usual accounting and auditing rules and regulations)

**Fund Source  
(Pap Code/...)**


Division MOOE

**Recommending Approval:**

  
**RACHEL B. PICARDAL, EdD**  
SGOD, Education Chief Supervisor

Date: OCT 20 2022

**Approved:**

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

Date: 10/20/22







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ANNEX A

**AUTHORITY TO TRAVEL**

CONTROL NO:

124r

**REGION: VII**

**BUREAU/DIVISION/SCHOOL: Division of Negros Oriental**

<b>Date of Filing</b>	October 20, 2022
<b>NAME/Designation</b>	<b>MARIANNE MAE RAGAS, RN</b> <b>ELIZABETH S. QUIRIT, RN</b>
<b>Permanent Station</b>	DIVISION OFFICE
<b>Purpose of Travel</b>	To render health services, monitor, implement health programs and conduct physical assessment to learners.
<b>Activity Organized/ Sponsored By</b>	DepEd Regional Office VII
<b>Period Covered (Inclusive of Travel Time)</b>	October 20, 2022 – AMLAN CES
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	AMLAN CES
<b>Expenses Covered</b>	Travel and incidental expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE

**Recommending Approval:**

**RACHEL B. PICARDAL, EdD**  
SGOD, Education Chief Supervisor

Date: OCT 20 2022

**Approved:**

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

Date: 10/20/22



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