



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

RELEASED
 NO: 022-1913
 DATE: 22 JUL 2022
 BY: [Signature]
 RECORD SECTION

ANNEX A

AUTHORITY TO TRAVEL

CONTROL NO:

853

REGION: VII

BUREAU/DIVISION/SCHOOL: NEGROS ORIENTAL


Date of Filing	July 22, 2022
NAME	1. DR. ANTONIO B. BAGUIO, JR. 2. DR. RENANTE A. JUANILLO
Position/Designation	Education Program Supervisor
Permanent Station	SDO Negros Oriental
Purpose of Travel	To monitor the conduct Live-Out Training for TVL- Food and Beverages, Housekeeping and SMAW NC IV
Activity Organized/ Sponsored By	SDO of Negros Oriental
Period Covered (Inclusive of Travel Time)	July 22-24, 2022 – Food and Beverages July 25-29, 2022 – SMAW NC IV August 5-7, 2022 – Housekeeping
Please Check	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
Venue/Destination	July 22-24, 2022 – Siaton National High School (Siaton District 2) July 25-29, 2022 – Silab Community High School (Amlan District) August 5-7, 2022 – Maloh Provincial High School (Siaton District 3)
Expenses Covered	Travel and other incidental expenses (subject to usual accounting and auditing rules and regulations)
Fund Source (Pap Code/...)	Division MOOE/local funds

Recommending Approval:


NILITA L. RAGAY EdD
 OIC-ASDS/CES-CID

Date: July 22, 2022

For the Schools Division Superintendent:


NILITA L. RAGAY EdD
 OIC-ASDS/CES-CID
 Office In-Charge

Date: July 22, 2022



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

Office of the Schools Division Superintendent

JUL 21 2022

DIVISION MEMORANDUM


No. 571, s. 2022

**FOOD AND BEVERAGE SERVICES, HOUSEKEEPING AND SMAW NC IV
UPSKILLING FOR TLE/TVL SELECT TEACHERS**

To: Assistant Schools Division Superintendents
Chiefs, CID and SGOD
All Others Concerned

1. The Department of Education-Division of Negros Oriental through the Curriculum Implementation Division (CID) will conduct a LIVE-OUT TRAINING for TVL – FOOD AND BEVERAGE SERVICES at Siaton National High School on July 22-24, 2022, HOUSEKEEPING at Maloh Provincial High School on August 5-7, 2022 AND SMAW NC IV at Silab Community High School on July 25-29, 2022 for the Select Teachers.
2. Assessment will follow right after the Upskilling in SMAW – NC IV, Food and Beverages Services and Housekeeping Track in TVL Subject to be conducted by TESDA. (Please see attachment for the list of participants and schedule of activities.
3. Travel Order issued and signed by the PSDs/DICs is a requirement, otherwise participants will not be allowed to attend. Please prepare the following requirements needed for the upcoming assessment:
 - a. photocopy of NC certificate
 - b. 4 pcs passport size ID pic (white background)
 - c. certificate of employment
 - d. registration fee
 - e. application form for NC II for the Food and Beverages Services and Housekeeping and NC IV for SMAW (pls contact Mrs. Jesusa Paladar for FBS and Housekeeping and Mr. Dennis Calinao for SMAW NC IV)
4. All teacher participants shall be given Service Credits for the services rendered on July 22-24, 2022, HOUSEKEEPING at Maloh Provincial High School on August 5-7, 2022 AND SMAW NC IV at Silab Community High School on July 25-29, 2022 for the Select Teachers, per DepEd Order No. 53, s. 2003 – Updated Guidelines on Grant of Vacation Service Credits to Teachers, and Compensatory Time-Off (CTO) for Non-Teaching per Civil Service Commission (CSC) and the Department of Budget Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.
5. Travelling, training materials, board and lodging and consumable materials needed for the skills training and other incidental expenses of the participants are chargeable against School MOOE for the teacher participants, while all expenses incurred by the two Division Personnel, DEPS-TLE/TVL & DEPS-SHS will be charged against Division MOOE, all subject to the usual accounting rules and regulations.
6. Immediate dissemination of this Memorandum to all concerned is desired.

For the Schools Division Superintendent:


NILITA L. RAGAY EdD
OIC- ASDS/CES-CID
Office In-Charge