

ANNEX A



Control No. 1071

Republic of the Philippines
Department of Education

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

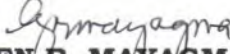
REGION: VII- Central Visayas

BUREAU/DIVISION/SCHOOL: DepEd, Schools Division of Negros Oriental

RELEASED
NO. :
DATE: 023-3536
BY: 21 DEC 2023
RECORD SECTION

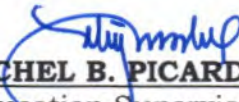
Name	ELLEN R. MAYAGMA, RN
Position/Designation	Nurse II
Permanent Station	Division Office
Purpose of Travel	To conduct health assessment to learners. Provide health services to teaching & non-teaching personnel and monitor SBFP Implementation
Host of Activity	SDO Negros Oriental
Period Covered (Inclusive of Travel Time)	January 4, 2024- Bacong Central School January 5, 2024- San Miguel Elem. School January 10, 2024- Nazario Tale Mem. Elem. School
Venue/Destination	Bacong District
Fund Source	DIVISION MOOE

I hereby attest the information in this form and in the supporting documents attached hereto are true and correct.


ELLEN R. MAYAGMA, RN
Name and Signature of Requesting Employee


December 19, 2024
Date

This is to certify that the trip of the requesting employee satisfies all the minimum conditions for authorized official travel and that alternatives to travel are insufficient for purposes stated herein.


RACHEL B. PICARDAL, EdD
Chief, Education Supervisor SGOD
Name and Signature of Recommending Authority

12/19/23
Date

Approved :


NERI C. OJASTRO, EdD., CESO V
Schools Division Superintendent

12/20/23
Date

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

ITINERARY OF TRAVEL
For the month of **JANUARY 2024**

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 (i.e blood pressure, blood sugar) 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 in schools;
4. Attend scheduled meeting/conferences in the Division Office and schools;
5. Conduct any health education topics to all teaching and non-teaching personnel in the Division Office, District offices and in schools;
6. To conduct school visits; and
7. Draft/submit reports of accomplishment.

SCHEDULE OF ACTIVITIES:

JANUARY

1-2 - HOLIDAY

3 - DIVISION OFFICE

4 - BACONG CENTRAL SCHOOL

5 - SAN MIGUEL ELEM. SCHOOL

8 - DIVISION OFFICE

9 - DIVISION OFFICE

10 - NAZARIO TALE MEM. ES

11 - DIVISION OFFICE

12 - DIVISION OFFICE

15 - DIVISION OFFICE

16 - DIVISION OFFICE

17 - ISUGAN ELEM. SCHOOL

18 - SACSAC ELEM. SCHOOL

19 - CALANGAG ELEM. SCHOOL

22 - DIVISION OFFICE

23 - DIVISION OFFICE

24 - BUNTO ELEM. SCHOOL

25 - TIMBANGA ELEM. SCHOOL

26 - BACONG CENTRAL SCHOOL

29 - DIVISION OFFICE

30 - DIVISION OFFICE

31 - BACONG CENTRAL SCHOOL

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

Submitted by:

E. M. Magaña
ELENOR M. MAGAÑA
Nurse II

Concurred:

K. B. De la Cruz
KARINA LOUISE B. DE LA CRUZ, MD
Medical Officer III

Recommending Approval:

R. B. Picardal
RACHEL B. PICARDAL, EdD.
Chief Education Supervisor, SGOD

Approved by:

N. C. Ojastro
NERI C. OJASTRO, EdD., CESO V
Schools Division Superintendent





Republic of the Philippines
 Department of Education
 Schools Division of Negros Oriental

RELEASED
 NO: _____
 DATE: 023-3536
 BY: 21 DEC 2023
 RECEIPT SECTION

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name	ESTER I. NUEZ
Position/ Designation	Nurse II
Permanent Station	Division Office
Purpose of Travel (must be supported by attachments)	Render health services to teaching and non-teaching personnel.
Host of Activity	Division Office
Inclusive Dates	January 10, 2024 - San Jose CES January 17-19, 2024 - Sra. Ascion ES
Destination	San Jose District
Fund Source	MOOE

I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.

[Signature]
ESTER I. NUEZ, RN,RMT,MPH
 Name and Signature of Requesting Employee
 December 19, 2023
 Date

This is to certify that the trip of the requesting employee satisfies all minimum conditions for authorized official travel and that alternatives to travel are insufficient for purpose stated herein.

[Signature]
RACHEL B. PICARDAL EdD
 Chief, Education Supervisor SGOD
 Name and Signature of Recommending Authority
 12/19/2023
 Date

Approved:
[Signature]
NERI C. OJASTRO, Ed.D., CESO V
 Schools Division Superintendent
 12/19/23
 Date

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

ITINERARY OF TRAVEL
For the month of January, 2024

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:


January 1- New Year's Day	January 13- Saturday	January 24- LOCMES
January 2- Holiday	January 14- Sunday	January 25- LOCMES
January 3,4 – CTO	January 15- Division Office	January 26 – Pedro A. Remoto ES
January 5- Division Office	January 16- Division Office	January 27- Saturday
January 6- Saturday	January 17- Sra. Ascion ES	January 28- Sunday
January 7- Sunday	January 18- Sra. Ascion ES	January 29- Division Office
January 8 – CTO	January 19- Sra. Ascion ES	January 30- Division Office
January 9- Division Office	January 20- Saturday	January 31- Looc ES
January 10- San Jose CES	January 21- Sunday	
January 11- Division Office	January 22- Division Office	
January 12- Division Office	January 23- Division Office	

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

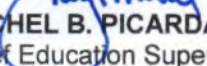
Submitted by:


ESTER I. NUEZ, RN, RMT, MPH
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:


NERI C. OJASTRO, EdD, CESO V
Schools Division Superintendent



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Control No. 1071

Republic of the Philippines
Department of Education

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

RELEASED
NO :
DATE: 023-3536
BY: 21 DEC 2023
RECORDS SECTION

REGION: VII- Central Visayas

BUREAU/DIVISION/SCHOOL: DepEd, Schools Division of Negros Oriental

Name	MARY RUTH C. GLORIA
Position/Designation	Nurse II
Permanent Station	Division Office
Purpose of Travel	To render health services to teaching, non-teaching personnel and learners.
Host of Activity	Division Office
Period Covered (Inclusive of Travel Time)	January 3, 2024-Ambrosio MRCS January 4, 2024-Manalongon>NNLCS January 9, 2024-Carmen TTMS January 10,2024- Elias RMMES
Venue/Destination	Sta. Catalina District 1 and 2
Fund Source	Division MOOE

I hereby attest the information in this form and in the supporting documents attached hereto are true and correct.

MARY RUTH C. GLORIA
Name and Signature of Requesting Employee

December 15, 2023
Date

This is to certify that the trip of the requesting employee satisfies all the minimum conditions for authorized official travel and that alternatives to travel are insufficient for purposes stated herein.

RACHEL B. PICARDAL, EdD
Chief Education Supervisor, SGOD
Name and Signature of Recommending Authority

DEC 19 2023
Date

APPROVED:

NERIC C. OJASTRO EdD, CESO V
Schools Division Superintendent
Schools Division of Negros Oriental

12/19/23

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

ITINERARY OF TRAVEL
For the month of JANUARY 2024

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 (i.e blood pressure, blood sugar) 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 in schools;
4. Attend scheduled meeting/conferences in the Division Office and schools;
5. Conduct any health education topics to all teaching and non-teaching personnel in the Division Office, District offices and in schools;
6. To conduct school visits; and
7. Draft/submit reports of accomplishment.

SCHEDULE OF ACTIVITIES:

1 - HOLIDAY	11 - DIVISION OFFICE CLINIC	21 - SUNDAY
2 - DIVISION OFFICE CLINIC	12 - DIVISION OFFICE CLINIC	22 - DIVISION OFFICE CLINIC
3 - AMBROSIO MACS	13 - SATURDAY	23 - UCO UCO ES
4 - MATAWONGON NNLCs	14 - SUNDAY	24 - MALADPAD ES
5 - DIVISION OFFICE CLINIC	15 - DIVISION OFFICE CLINIC	25 - MATAWONGON NNLCs
6 - SATURDAY	16 - MACAMBATHAN ES	26 - DIVISION OFFICE CLINIC
7 - SUNDAY	17 - MATAWONGON NNLCs	27 - SATURDAY
8 - DIVISION OFFICE CLINIC	18 - MATAWONGON NNLCs	28 - SUNDAY
9 - CARMEN TIMES	19 - DIVISION OFFICE CLINIC	29 - DIVISION OFFICE CLINIC
10 - BUAS RIMMES	20 - SATURDAY	30 - CABANGATHAN ES
		31 - PIO MACATHIG MCS

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

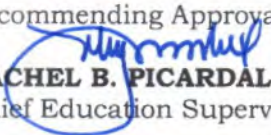
Submitted by:  MARY RUTH C. GLORIA

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:


NERI C. OJASTRO, EdD., CESD V
Schools Division Superintendent

2/19/23

