



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

Office of Schools Division Superintendent

MEMORANDUM

MLA-2023- 60

TO : DR. NILITA L. RAGAY-OCI-ASDS/Chief-CID
MS. ROSELA R. ABIERA-DEPS/LR Manager
DR. DONRE B. MIRA-Education Program Supervisor-ALS
DR. NORLITA B. NEMENZO-Education Program Specialist II
MR. BEN JOFIL B. DIEGO-Education Program Specialist II
MRS. ARLENE A. PEPITO- Education Program Specialist II
MRS. JOY EMILY A. TANIO-Education Program Specialist II
MR. FRANCIS C. AUSTERO-Education Program Specialist II
MRS. MARICEL S. RASID-Librarian II
MR. ELMAR L. CABRERA-PDO II
MS. JAN MARIE S. CAMACHO-ADAS III

FROM :
By Authority of the Schools Division Superintendent:

MARCELO K. PALISPIS EdD, JD
OIC-ASDS
Office In-Charge

SUBJECT : ADDENDUM TO AUTHORITY TO TRAVEL NO. 88-2023 and
93-2023

DATE : February 17, 2023

1. This office informs you of the Addendum to Authority to Travel No. 88-2023 and 93-2023 titled/purpose of travel "To conduct validation of Individual Performance Commitment & Review Form (IPCRF) on Saturday, January 28, 2023 at the Division of Negros Oriental, Curriculum Implementation Division (CID) Office.
2. You are entitled of a one (1) day Compensatory Time-Off (CTO as per CSC & DBM Joint Circular No. 2, s. 2004 titled "Non-monetary Remuneration for Overtime Services Rendered."
3. For your guidance and compliance.

SPP/JMA/MKP/NLR/CID/NLR/jan

17 FEB 2023



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



Republic of the Philippines
Department of Education

027-0213
 27 JAN 2023

AUTHORITY TO TRAVEL

CONTROL NO.
 88

REGION: 7
BUREAU/DIVISION/SCHOOL: NEGROS ORIENTAL



Date of Filing	January 27, 2023
NAME & Designation	Dr. Nilita L. Ragay - OIC-ASDS/Chief- CID Ms. Rosela R. Abiera - DEPS/LR Manager Dr. Donre B. Mira - Education Program Supervisor-ALS Dr. Norlita Nemenzo - Education Program Specialist II Mr. Ben Jofil B. Diego - Education Program Specialist II Ms. Arlene A. Pepito - Education Program Specialist II Ms. Joy Emily A. Tanio - Education Program Specialist II Ms. Francis C. Austero - Education Program Specialist II Ms. Maricel S. Rasid - Librarian II Mr. Elmar L. Cabrera - PDO II
Permanent Station	SDO Negros Oriental
Purpose of Travel	To conduct validation of Individual Performance Commitment & Review Form (IPCRF)
Activity Organized/ Sponsored by	DepEd Negros Oriental Region VII
Period Covered <i>(Inclusive of Travel Time)</i>	January 28, 2023
Please Check	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
Venue/Destination	Division of Negros Oriental, Curriculum Implementation Division (CID) Office
Expenses Covered	Travelling and other expenses (subject to the usual accounting and auditing rules and regulations)
Fund Source (Pap Code/...)	Division MOOE/ALS Program Support Fund
Recommending Approval:	Approved by:
 NILITA L. RAGAY EdD OIC- ASDS/Chief-CID Date: January 27, 2023	By the Authority of the Schools Division Superintendent:  MARCELO K. PALISPIS EdD JD OIC - ASDS Officer-In-Charge Date: <u>1/27/23</u>

Note: You are hereby entitled to a one-day Compensatory Time-Off (CTO) as per CSC & DBM Joint Circular No. 2, s. 2004 titled "Non-monetary Remuneration for Overtime Services Rendered."



Republic of the Philippines
Department of Education

023-0243
JAN 2023
SECTION

AUTHORITY TO TRAVEL		CONTROL NO.
REGION: 7 BUREAU/DIVISION/SCHOOL: NEGROS ORIENTAL		93
Date of Filing	January 27, 2023	
NAME & Designation	JAN MARIE S. CAMACHO	
Permanent Station	SDO Negros Oriental	
Purpose of Travel	To conduct validation of Individual Performance Committee & Review Form (IPCRF)	
Activity Organized / Sponsored by	DepEd Negros Oriental Region VII	
Period Covered (Inclusive of Travel Time)	January 28, 2023	
Please Check	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time	
Venue/Destination	Division of Negros Oriental, Curriculum Implementation Division (CID) Office	
Expenses Covered	Traveling (subject to the usual accounting and auditing rules and regulations)	
Fund Source (Pap Code/...)	Division MOOE	
Recommending Approval:		Approved:
 NILITA L. RAGAY, EdD OIC-ASDS / Chief-CID		By the Authority by the Schools Division Superintendent  MARCELO K. PALISPIS, EdD JD OIC-ASDS Officer-In-Charge
Date: <u>1/27/2023</u>		Date: <u>1/30/23</u>

Note: You are hereby entitled to a one-day Compensatory Time-Off (CTO) as per CSC & DBM Joint Circular No. 2.s. 2004 titled "Non-monetary Remuneration for Overtime Services Rendered."