



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

023.0621
 03 MAR 2023
 SECTION

ANNEX A

AUTHORITY TO TRAVEL

CONTROL NO:

218

REGION: VII
 BUREAU/DIVISION/SCHOOL: NEGROS ORIENTAL

Date of Filing	March 3, 2023
Name/Position/Designation	1. MS. KATHERINE Y. SEDILLO - Education Program Supervisor 2. DR. ELISA L. BAGUIO - Education Program Supervisor 3. DR. ANNA LEE A. AMORES - Education Program Supervisor 4. DR. RENANTE A. JUANILLO - Education Program Supervisor
Permanent Station	Schools Division of Negros Oriental
Purpose of Travel	To attend the Division Executive Conference of all District Leaders
Activity Organized/ Sponsored By	DepEd, Negros Oriental Division
Period Covered (Inclusive of Travel Time)	March 7, 2023
Please Check	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
Venue/Destination	Ayungon Districts 1 & 2
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:	Approved:
NILITA L. RAGAY EdD OIC-ASDS/Chief-CID	By the Authority of the Schools Division Superintendent:
Date: March 3, 2023	MARCELO K. PALISPIS EdD JD OIC- Assistant Schools Division Superintendent Office-In-Charge
	Date: 3/3/23





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**Office of the Schools Division
Superintendent**
MEMORANDUM

MLA-2023- 121

TO : **ASDSs and SGOD Chief
Public Schools District Supervisors/In-Charge/Caretakers**

FROM : **By the Authority of the Schools Division Superintendent:**

MARCELO K. PALISPIS
OIC-ASDS
Office In-Charge

SUBJECT : **DIVISION EXECUTIVE CONFERENCE OF ALL DISTRICT
LEADERS**

DATE : March 2, 2022

1. This office informs all the Public Schools District Supervisors/District In-Charge/District Care Takers for **Division Executive Conference of all District Leaders** at **8:00 o'clock in the morning** on **March 7, 2022**, at **Ayungon Districts**.
2. The conference aims to:
 - a. discuss results of the 2nd quarter assessment in literacy, numeracy, & academics.
 - b. update progress on the recovery program; and
 - c. appreciate collaboration and teamwork in attaining the set objectives.
3. Kindly prepare a **three (3) minute** video presentation on the following:
 - a. District consolidated **2nd QAR** by subject area, and
 - b. third quarter plan for improvement.
4. Drop off school is at Ayungon Central School, Ayungon District 2.
5. Stringent health protocols like wearing of facemask, social distancing, etc. shall be observed.
6. Everyone is requested to come on time in purple polo shirt.
7. Travel and other incidental expenses related to the activity shall be charged against Division/School MOOE or other local funds subject to the usual accounting rules and regulations.
8. This serves as an **Authority to Travel**.
9. For information and compliance.

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