



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



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)	To conduct health assessment to learners; Provide health services to teaching and non-teaching personnel and monitor SBFP implementation
Host of Activity	SDO Negros Oriental
Inclusive Dates	December 6, 2023 – Sibulan Dist 2./ LOCMES December 7, 2023 – Crisostomo O. Retes ES
Destination	Sibulan Dist. 2/ San Jose Dist.
Fund Source	Division MOOE
<p><i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i></p> <p style="text-align: center;"><i>Esther I. Nuez</i> ESTER I. NUEZ, RN,RMT,MPH Name and Signature of Requesting Employee</p> <p style="text-align: right;">December 1, 2023 Date</p>	
<p><i>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.</i></p> <p style="text-align: center;"><i>Rachel B. Picardal</i> RACHEL B. PICARDAL EdD Chief, Education Supervisor SGOD Name and Signature of Recommending Authority</p> <p style="text-align: right;">DEC 01 2023 Date</p>	
<p>Approved:</p> <p style="text-align: center;"><i>Neri C. Ojastro</i> NERI C. OJASTRO EdD, OSE Schools Division Superintendent Name and Signature of Approving Authority</p> <p style="text-align: right;">12/4/23 Date</p>	



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

ITINERARY OF TRAVEL
For the month of December 2023

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:

December 1- Division Office	December 11-Division Office	December 21- Special Leave
December 2- Saturday	December 12- Division Office	December 22- Forced Leave
December 3- Sunday	December 13- San Jose Dist.	December 23 – Saturday
December 4- Division Office	December 14- LOCMES	December 24 – Sunday
December 5- Division Office	December 15- Sibulan 2 Dist.	December 25 – Christmas Day
December 6- Sibulan 2 Dist	December 16- Saturday	December 26 – Forced leave
December 7- Crisostomo O.Retes ES	December 17- Sunday	December 27- Forced Leave
December 8- Holiday	December 18 – Division Office	December 28 - Forced Leave
December 9- Saturday	December 19 – Division Office	December 29 – Special Leave
December 10- Sunday	December 20 – Division Office	December 30- Rizal Day
		December 31 - Sunday

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

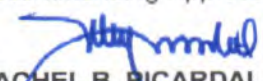
Submitted by:


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, CESE
Schools Division Superintendent
Division of Negros Oriental

12/4/23



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
Schools Division of Negros Oriental

NO.: 1035

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

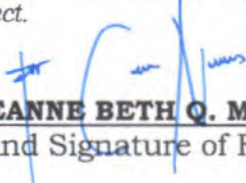


Name	ALEXANDRIA RUPERTO, RN MARIA LOVELYN MANANQUIL, RN
Position/ Designation	Nurse II
Permanent Station	Division Office
Purpose of Travel (must be supported by attachments)	To serve as medics during the dual athletic meet of Manjuyod Districts 1 and 2
Host of Activity	DepEd Negros Oriental
Inclusive Dates	December 1, 2023- Manjuyod District 2
Destination	Manjuyod District 2
Fund Source	Division MOOE
<i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i>	
<p style="text-align: center;"><i>For</i></p> <p style="text-align: center;">Alexandria Ruperto, RN and Maria Lovelyn Mananquil Name and Signature of Requesting Employee</p> <p style="text-align: right;"><u>December 1, 2023</u> Date</p>	
<i>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.</i>	
<p style="text-align: center;">RACHEL B. PICARDAL, EdD Chief, Education Supervisor, SGOD</p> <p style="text-align: right;"><u>DEC 01 2023</u> Date</p> <p>Name and Signature of Recommending Authority</p>	
<p>APPROVED</p> <p style="text-align: center;">NERI C. OJASTRO EdD, CESE Schools Division Superintendent</p> <p style="text-align: right;"><u>12/4/23</u> Date</p>	



No.: 103c

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

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

Name	DEANNE BETH MANABAN, RN
Position/ Designation	Nurse II
Permanent Station	Division Office
Purpose of Travel (must be supported by attachments)	To assist during medical exam of athletes at Dauin District
Host of Activity	DepEd Negros Oriental
Inclusive Dates	December 1, 2023- Dauin District
Destination	Dauin District
Fund Source	Division MOOE
<p><i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i></p> <p style="text-align: center;">  DEANNE BETH Q. MANABAN, RN Name and Signature of Requesting Employee </p> <p style="text-align: right;"> <u>December 1, 2023</u> Date </p>	
<p><i>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.</i></p> <p style="text-align: center;">  RACHEL B. PICARDAL, EdD ✓ Chief, Education Supervisor, SGOD </p> <p style="text-align: right;"> <u>DEC 01 2023</u> Date </p> <p>Name and Signature of Recommending Authority</p>	
<p>APPROVED</p> <p style="text-align: center;">  NERI C. OJASTRO EdD, CESE Schools Division Superintendent </p> <p style="text-align: right;"> <u>12/4/23</u> Date </p>	



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

DEPT. OF ED.
RELEASED
 NO. 028.3495
 DATE 06 DEC 2023
 RECORDS SECTION

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name	JERRY M. CAMPOY
Position/ Designation	Dental Aide
Permanent Station	Division Office
Purpose of Travel (must be supported by attachments)	To assist the Dentist
Host of Activity	Division Office
Inclusive Dates	December 12,14-15,19,21-22,26,28-29, 2023- Valencia Dist.
Destination	Valencia District
Fund Source	MOOE

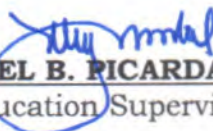
I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.


JERRY M. CAMPOY

December 1, 2023
 Date

Name and Signature of Requesting Employee

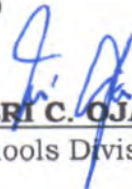
This is to certify that the trip of the requesting employee satisfies all minimum conditions for authorized official travel and that alternatives to travel are insufficient for purpose stated herein.


RACHEL B. PICARDAL, EdD
 Chief, Education Supervisor SGOD

DEC 01 2023
 Date

Name and Signature of Recommending Authority

APPROVED


NERI C. OJASTRO EdD, CESE
 Schools Division Superintendent

12/4/23
 Date

Name and Signature of Approving Authority



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

ITINERARY OF TRAVEL:
 For the month of DECEMBER 2023

OBJECTIVES:

1. To assist the dentist in conducting health talks to learners regarding oral health.
2. To assist the dentist in enhancing oral health education among teaching/non-teaching personnel.
3. To assist the dentist during Dental Consultation to learners, teaching/non-teaching personnel.
4. To assist the dentist during Dental treatment to learners, teaching/non-teaching personnel.
5. Division office Clinic Duty.
6. SDHCP clinic duty.
7. Monitor the implementation of dental health programs.

SCHEDULE OF ACTIVITIES:


DECEMBER, 2023

- 1 - DIVISION OFFICE
- 4 - DIVISION OFFICE
- 5-6 - TAYASAN CES
- 7 - DIVISION OFFICE
- 8 - HOLIDAY
- 11 - DIVISION OFFICE
- 12 - VALENCIA DISTRICT
- 13 - DIVISION OFFICE
- 14-15 - VALENCIA DISTRICT

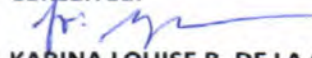
- 18 - DIVISION OFFICE
- 19 - VALENCIA DISTRICT
- 20 - DIVISION OFFICE
- 21-22 - VALENCIA DISTRICT
- 25 - HOLIDAY
- 26 - VALENCIA DISTRICT
- 27 - DIVISION OFFICE
- 28-29 - VALENCIA DISTRICT

(NOTE: This schedule is subject to change when deemed necessary)


Submitted by:


 Jency A. Campoy
 Dental Aide

Concurred:


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

Recommending Approval:


RACHEL B. PICARDAL EdD
 SGOD, Chief Education Supervisor

APPROVED:

NERI C. OJASTRO EdD, CESE
 Schools Division Superintendent
 Schools Division of Negros Oriental



Address: Kagawanan 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

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

REGION: VII- Central Visayas

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



Name	Dr. Karina Louise de la Cruz , Medical Officer III Dr. Marilyn Alcala , Dentist II Estela Velasco, Marydel Cadiente, Emilda Chiu , Nurse II
Permanent Station	Division Office
Purpose of Travel	Physical examination of athletes for upcoming sports events
Host of Activity	Division Office
Period Covered (Inclusive of Travel Time)	December 1, 2023
Venue/Destination	Dauin CES
Fund Source	MOOE

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

DR. KARINA LOUISE B. DE LA CRUZ

November 30, 2023

Name and Signature of Requesting Employee

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

NOV 30 2023

Name and Signature of Recommending Authority

Date

APPROVED

NERI C. OJASTRO EdD, CES
Schools Division Superintendent

12/4/23

Name and Signature of Approving Authority

Date



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City

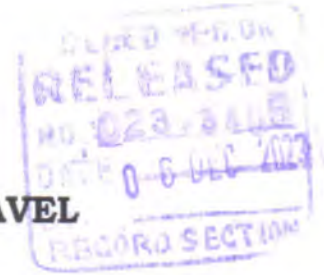
Telephone Nos: (035)225-2838 / 225-2376 / 422-7644

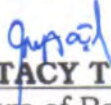
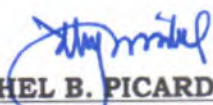
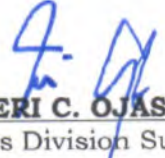
Email Address: negros.oriental@deped.gov.ph



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

No.: _____

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

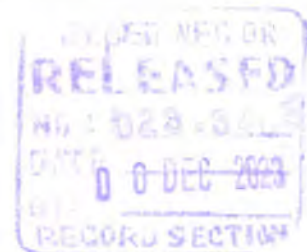
Name	GWYNNE STACY T. MONCIDA
Position/ Designation	Nurse II
Permanent Station	Division Office
Purpose of Travel (must be supported by attachments)	Serve as medics for District Meet; To conduct health assessment to learners; Provide health services to teaching and non-teaching personee; Clinic Duty
Host of Activity	SDO Negros Oriental
Inclusive Dates	December 1, 2023 - Siaton District 1 December 5, 2023 - Balugo NHS December 6, 2023 - Balugo NHS December 7, 2023 - Valencia SDHCP clinic
Destination	Siaton District 1; Valencia District
Fund Source	Division MOOE
<p><i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i></p> <p style="text-align: center;">  GWYNNE STACY T. MONCIDA Name and Signature of Requesting Employee </p> <p style="text-align: right;"> <u>November 30, 2023</u> Date </p>	
<p><i>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.</i></p> <p style="text-align: center;">  RACHEL B. PICARDAL EdD Chief, Education Supervisor SGOD Name and Signature of Recommending Authority </p> <p style="text-align: right;"> <u>11/30/2023</u> Date </p>	
<p>Approved:</p> <p style="text-align: center;">  NERI C. OJASTRO EdD, CES Schools Division Superintendent Name and Signature of Approving Authority </p> <p style="text-align: right;"> <u>12/4/23</u> Date </p>	

ANNEX A



Control No. _____

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

Name	ROSALIE A. ENARDECIDO, RN
Position/Designation	Nurse - II
Permanent Station	Division Office
Purpose of Travel	To render health services to teaching & non-teaching personnel. To conduct physical assessment to learners.
Host of Activity	Division Office
Period Covered (Inclusive of Travel Time)	December 5, 2023 – Ayungon CES December 7, 2023- Ayungon Science HS December 12, 2023- Ayungon CES December 13-14, 2023- Ayungon NHS
Venue/Destination	Ayungon District 1 & 2
Fund Source	Division MOOE

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

Rosalie A. Enardecido
ROSALIE A. ENARDECIDO, RN
Name and Signature of Requesting Employee

December 1, 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
RACHEL B. PICARDAL, EdD
Chief Education Supervisor, SGOD
Name and Signature of Recommending Authority

DEC 01 2023

Date

Approved:

Neri C. Ojastro
NERI C. OJASTRO EdD, CESE
Schools Division Superintendent
Schools Division of Negros Oriental

12/4/23

Date

ANNEX A



Control No. _____

Republic of the Philippines
Department of Education

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

DEPED NEG OR
RELEASED
NO. 023.340-
DATE 0-0-DEC-2023
RECORDS SECTION

REGION: VII- Central Visayas

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

Name	MARY RUTH C. GLORIA, RN
Position/Designation	Nurse - II
Permanent Station	Division Office
Purpose of Travel	To render health services to teaching & non-teaching personnel. To conduct physical assessment to learners.
Host of Activity	Division Office
Period Covered (Inclusive of Travel Time)	December 5, 2023 – San Francisco ES December 7, 2023 – Mabuhay ES
Venue/Destination	Sta. Catalina District 1
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 1, 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 01 2023
Date

Approved:

NERI C. OJASTRO EdD, CESE
Schools Division Superintendent
Schools Division of Negros Oriental

12/4/23
Date