



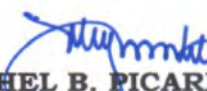
Republic of the Philippines  
Department of Education  
Schools Division of Negros Oriental



**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

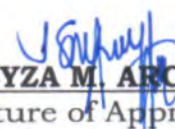
<b>Name</b>	<b>RACHEL B. PICARDAL</b>
<b>Position/ Designation</b>	CES SGOD
<b>Permanent Station</b>	DepEd NegOr SGOD
<b>Purpose of Travel</b> (must be supported by attachments)	To attend National Implementation Planning Workshop on Comprehensive School Facilities Development Plan (CSFDP)
<b>Host of Activity</b>	DepEd Central Office
<b>Inclusive Dates</b>	December 11 – 15, 2023
<b>Destination</b>	Cebu City
<b>Fund Source</b>	Division/Local MOOE Funds

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

  
**RACHEL B. PICARDAL EdD**  
Name and Signature of Requesting Employee

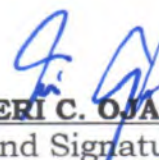
December 04, 2023  
Date

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.

  
**JOEYLYZA M. ARCILLA EdD**  
Name and Signature of Approving Authority

\_\_\_\_\_  
Date

**APPROVED**

  
**NERI C. OJASTRO EdD, CESO V**  
Name and Signature of Approving Authority

12/5/2023  
Date

ANNEX A



No.: 1096



34141142313126

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

DEPED NEG. OR.  
**RELEASED**  
NO.: **023-3433**  
DATE **07 DEC 2023**  
BY: LR  
RECORD SECTION

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>ENGR. PHILIP C. TUBOG; ENGR. ALLAN VINCE G. ENORA ENGR. WENDY L. BALDAZANO ENGR. MONICA P. ABADINES</b>
<b>Position/ Designation</b>	Division Engineer III ; <b>ENGINEER II</b> Technical Assistant IV (Engineer III) Technical Assistant IV (Engineer III)
<b>Permanent Station</b>	DepEd, Schools Division of Negros Oriental
<b>Purpose of Travel</b> (must be supported by attachments)	To attend the National Implementation Planning Workshop on Comprehensive School Facilities Development Plan (CSFDP)
<b>Host of Activity</b>	<i>please see</i> Memorandum OUSIF-2023-067
<b>Inclusive Dates</b>	December 11- 15, 2023
<b>Destination</b>	Cebu City
<b>Fund Source</b>	Division / local MOOE funds

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

**PHILIP C. TUBOG**

December 04, 2023

Name and Signature of Requesting Employee

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.

**RACHEL B. PICARDAL EdD**  
SGOD Chief

DEC 04 2023

Name and Signature of Recommending Authority

Date

**APPROVED**

**NERI C. OJASTRO EdD, CES0 ✓**  
Schools Division Superintendent

12/5/2023

Name and Signature of Approving Authority

Date





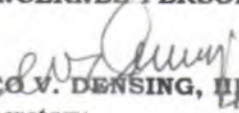
Republic of the Philippines  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR SCHOOL INFRASTRUCTURE AND FACILITIES

**MEMORANDUM**

**OUSIF-2023- 117**

**TO :** ALL CONCERNED PERSONNEL

**FROM :**   
EPIMACO V. DENISING, II  
*Undersecretary*

**SUBJECT :** CONDUCT OF THE NATIONAL IMPLEMENTATION PLANNING WORKSHOP ON COMPREHENSIVE SCHOOL FACILITIES DEVELOPMENT PLAN (CSFDP)

**DATE :** NOVEMBER 21, 2023

Pursuant to DepEd Order No. 18, s. 2023 or the "Revised Multi-Year Guidelines on the Allocation, Receipt, Utilization, Monitoring, and Reporting of the Basic Education Facilities Funds (BEFF)", the School Infrastructure and Facilities Strand shall conduct a **National Implementation Planning Workshop** on **December 11-15, 2023**, in **Cebu City** which aims to achieve harmonization and alignment with the strategic direction as proposed by the Comprehensive School Facilities Development Plan – National Technical Working Group (CSFDP-NTWG).

Before the workshop, the participants shall first accomplish the following pre-work activities:

1. *Division Comprehensive School Facilities Development Plan; and*
2. *Forward Estimates Database*

Once the pre-requisite submissions are complete, kindly upload the files and provide the official list of participants from your region through this link: <http://bit.ly/NIPWorkshop2023>. **Failure to complete the pre-work will result in non-participation and administrative sanctions.**

Participants are advised that **ONLY** completion of pre-work activities and receipt of confirmation from the CSFDP-NTWG, shall they be allowed to secure their tickets for the said activity.

For further clarifications, please contact the CSFDP-NTWG Secretariat through **Ms. Maria Valeria T. Fajardo** or **Ms. Ive Jay E. Tambis** via telephone no. at (02)8638-4044 or email at [ousif@deped.gov.ph](mailto:ousif@deped.gov.ph).

Attached is the list of the target participants per region along with the tentative program.

For your strict compliance and preferential attention.

**ANNEX A: List of Target Participants**

**NATIONAL IMPLEMENTATION PLANNING WORKSHOP ON  
COMPREHENSIVE SCHOOL FACILITIES DEVELOPMENT PLAN**

*December 11-15, 2023 | Cebu City*

<b>REGION</b>	<b>No. of Participants</b>	<b>Invited Participants</b>
CAR	38	1. ESSD Chief 2. Regional Engineers 3. Regional Lead/ Focal 4. Division Engineers 5. Contract of Service Architects and Engineers 6. SGOD Chiefs
REGION I	34	
REGION II	32	
REGION III	53	
NCR	42	
REGION IV-A	55	
REGION IV-B	29	
REGION V	51	
REGION VI	59	
REGION VII	51	
REGION VIII	48	
REGION IX	30	
REGION X	44	Central Office
REGION XI	28	
REGION XII	33	
CARAGA	31	
OUSIF	7	
EFD	36	
PAS	2	
Resource Person & Guests	14	
<b>TOTAL</b>	<b>715</b>	



**ANNEX B: Tentative Program of Activities**

DAY 01 | December 11, 2023

<b>TIME</b>	<b>ACTIVITY</b>
7:00 AM – 5:00 PM	Arrival and Registration of Participants
5:00 – 7:00 PM	Opening Program and Dinner

DAY 02 | December 12, 2023

<b>TIME</b>	<b>ACTIVITY</b>
9:00 AM – 9:30 AM	Preliminaries
9:30 – 10:30 AM	Strand Mandates and Policies
10:30 – 11:30 AM	School Building Program Status Update Report 2023
11:30 AM – 12:00 PM	Open Forum
12:00 – 1:00 PM	Lunch
1:00 – 4:00 PM	The Comprehensive School Facilities Development Plan and its Mandate
4:00 – 5:00 PM	Open Forum

DAY 03 | December 13, 2023

<b>TIME</b>	<b>ACTIVITY</b>
9:00 AM – 9:30 AM	Preliminaries
9:30 – 11:30 AM	Strategies of Implementation of the Comprehensive School Facilities Development Plan
10:30 – 11:30 AM	School Building Program Status Update Report 2023
11:30 AM – 12:00 PM	Open Forum
12:00 – 1:00 PM	Lunch
1:00 – 2:00 PM	Presentation of Forward Estimates Database
2:00 – 3:30 PM	Workshop 01: Data and Listing
3:30 – 5:00 PM	Presentation of Workshop 01 Outputs

DAY 04 | December 14, 2023

<b>TIME</b>	<b>ACTIVITY</b>
9:00 AM – 9:30 AM	Preliminaries
9:30 AM – 12:00 PM	Workshop 02: CSFDP
10:30 – 11:30 AM	School Building Program Status Update Report 2023
11:30 AM – 12:00 PM	Open Forum
12:00 – 1:00 PM	Lunch
1:00 – 5:00 PM	Presentation of Workshop 02 Outputs

DAY 05 | December 15, 2023

<b>TIME</b>	<b>ACTIVITY</b>
	Home Sweet Home