



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



**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>Janet L. Gaddi, RN,MAN</b>	
<b>Position/ Designation</b>	Nurse II	
<b>Permanent Station</b>	Division Office	
<b>Purpose of Travel</b> (must be supported by attachments)	To render health care services to school learners and teaching personnel. Monitor the implementation of OK sa Deped programs.	
<b>Host of Activity</b>	SDO NegOr School Health Section	
<b>Inclusive Dates</b>	Jan 2, 2024- Maloh PCHS Jan 3, 2024- Maloh PCHS Jan 4, 2024 - Maloh CES Jan 5, 2024- Salag ES	Jan 9, 2024- Caticugan HS Jan 10, 2024 - Lindy Pajunar ES Jan 11, 2024- Sandulot ES Jan 12, 2024 - Caticugan ES
<b>Destination</b>	Siaton 3 District	
<b>Fund Source</b>	Division MOOE	

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

**JANET L. GADDI, RMT, RN, RM, LPT, MAN**  
Name and Signature of Requesting Employee

**December 18, 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.

**RACHEL B. PICARDAL EdD**  
Chief, Education Supervisor, SGOD

12/18/2023

Name and Signature of Recommending Authority

Date

**APPROVED**

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

12/19/23

Date



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



**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>Janet L. Gaddi, RN,MAN</b>
<b>Position/ Designation</b>	Nurse II
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b> (must be supported by attachments)	To render health care services to school learners and teaching personnel. Monitor the implementation of OK sa Deped programs.
<b>Host of Activity</b>	SDO NegOr School Health Section
<b>Inclusive Dates</b>	Jan 16, 2024- Siaton Science HS    Jan 24, 2024- Lindy Pajunar ES Jan 17, 2024- Mantuyop ES        Jan 25, 2024- Lamberto MMES Jan 18, 2024 - Pagang ES        Jan 26, 2024- Lamberto MMHS Jan 19, 2024- Cruz Gadiane ES    Jan 30, 2024- Ulayan ES Jan 23, 2024- Nasipit ES        Jan 31, 2024- Maloh CES
<b>Destination</b>	Siaton 3 District
<b>Fund Source</b>	Division MOOE

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

**JANET L. GADDI, RMT, RN, RM, LPT, MAN**  
Name and Signature of Requesting Employee

**December 18, 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.

**RACHEL B. PICARDAL EdD**  
Chief, Education Supervisor, SGOD

12/19/23

Name and Signature of Recommending Authority

Date

**APPROVED**

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

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 dental services 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:**

1 – Holiday	11 – Sandulot ES	22 – Division Office Clinic
2 – Maloh PCHS	12 – Caticugan ES	23 – Nasipit ES
3 – Maloh PCHS	13 – Saturday	24 – Lindy Pajunar (SHDCP)
4 – Maloh CES	14 – Sunday	25 – Lamberto MMES
5 – Salag ES	15 – Division Clinic	26 – Lamberto MMHS
6 – Saturday	16 – Siaton Science HS	27 – Saturday
7 – Sunday	17 – Mantuyop ES	28 – Sunday
8 – Division Clinic	18 – Pagang ES	29 – Division Clinic
9 – Caticugan HS	19 – Cruz Gadiane ES	30 – Ulayan ES
10 – Lindy Pajunar (SHDCP)	20 – Saturday	31 – Maloh CES
	21 – Sunday	

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

Submitted by:

  
**JANET L. GADDI RN, MAN**  
 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:

  
**NERIC C. OJASTRO EdD, CESO V**  
 Schools Division Superintendent

12/19/23



**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**

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**



**REGION:** VII- Central Visayas

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

<b>Name</b>	<b>KATHLEEN JOY U. JUNTILLA</b>
<b>Position/Designation</b>	Nurse II
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	To render health services to teaching, non-teaching personnel and learners.
<b>Host of Activity</b>	Division Office
<b>Period Covered (Inclusive of Travel Time)</b>	<b>JANUARY 2024</b> 4 - Casiano Napigkit HS                      18 - Siaton NHS 5 - Casiano Napigkit HS                      19 - Siaton NHS 9 - Siaton NHS                                      23 - Don Emilio HS 11 - Candugay HS                                25 - Siaton NHS 12 - Siaton NHS                                    26 - Siaton NHS 16- Don Emilio HS                                31 - Siaton NHS
<b>Venue/Destination</b>	Siaton 2 and Sta. Catalina I Districts
<b>Fund Source</b>	Division MOOE

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

**KATHLEEN JOY U. JUNTILLA**  
 Name and Signature of Requesting Employee

December 18, 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

12/18/2023  
 Date

**Approved:**  
**NERI C. OJASTRO EdD, CESO V**  
 Schools Division Superintendent  
 Name and Signature of Approving Authority

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 dental services 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 – New Year                | 16 – Don Emilio HS          |
| 2 – Division Office Clinic  | 17– Division Office Clinic  |
| 3 – <b>CTO</b>              | 18 – Siaton NHS             |
| 4 - Casiano Napigkit HS     | 19 – Siaton NHS             |
| 5 – Casiano Napigkit HS     | <b>20 – SATURDAY</b>        |
| <b>6 – SATURDAY</b>         | <b>21 – SUNDAY</b>          |
| <b>7 – SUNDAY</b>           | 22 – Division Office Clinic |
| 8 – Division Office Clinic  | 23 – Don Emilio HS          |
| 9 – Siaton NHS              | 24 – Division Office Clinic |
| 10 – Division Office Clinic | 25 – Siaton NHS             |
| 11 – Candugay HS            | 26 – Siaton NHS             |
| 12 – Siaton NHS             | <b>27 – SATURDAY</b>        |
| <b>13 – SATURDAY</b>        | <b>28 – SUNDAY</b>          |
| <b>14 – SUNDAY</b>          | 29 – Division Office Clinic |
| 15 – Division Office        | 31 - Siaton NHS             |

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

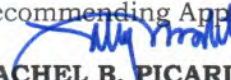
Submitted by:

  
**KATHLEEN JOY U. JUNTILLA, RN**  
 Nurse II

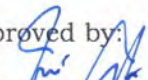
Concurred:

  
**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  
 Schools Division of Negros Oriental

12/19/23



ANNEX A



Control No. 1045

Republic of the Philippines  
Department of Education

DepEd - NEG. OR  
**RELEASED**  
NO.: 23-3528  
DATE: 21 DEC 2023  
BY: [Signature]  
RECORD SECTION

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

**REGION:** VII- Central Visayas

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

<b>Name</b>	<b>ROSALIE A. ENARDECIDO</b>	
<b>Position/Designation</b>	Nurse II	
<b>Permanent Station</b>	Division Office	
<b>Purpose of Travel</b>	To conduct health assessment to learners. Monitor OK sa Deped health programs.	
<b>Host of Activity</b>	Division Office	
<b>Period Covered (Inclusive of Travel Time)</b>	January 2, 2024- Ayungon District 1 January 3, 2024- Ayungon Science HS January 4, 2024- Ayungon CES January 9-10, 2024- Ayungon NHS	
<b>Venue/Destination</b>	Ayungon District 1 & 2	
<b>Fund Source</b>	Division MOOE	
<i>I hereby attest the information in this form and in the supporting documents attached hereto are true and correct.</i>		
	<u>[Signature]</u> <b>ROSALIE A. ENARDECIDO, RN</b> Name and Signature of Requesting Employee	<u>Dec. 15, 2023</u> Date
<i>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.</i>		
	<u>[Signature]</u> <b>RACHEL B. PICARDAL, EdD</b> Name and Signature of Recommending Authority	<u>DEC 19 2023</u> Date
Approved by:		
	<u>[Signature]</u> <b>NERI C. OJASTRO EdD, CESO V</b> Schools Division Superintendent Schools Division of Negros Oriental	<u>12/19/23</u> Date



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

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

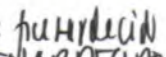
**OBJECTIVES:**

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.

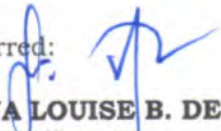
**SCHEDULE OF ACTIVITIES:**

- |                        |                   |                         |
|------------------------|-------------------|-------------------------|
| 1 - Holiday            | 11 - Division HHC | 23 - Marikina HS        |
| 2 - Ayungon District 1 | 12 - Division HHC | 24 - Marikina HS        |
| 3 - ASHS               | 15 - Division HHC | 25 - Ayungon District 1 |
| 4 - Ayungon CES        | 16 - Ayungon CES  | 26 - Division HHC       |
| 5 - Division HHC       | 17 - Comd. RA HS  | 29 - Division HHC       |
| 8 - Division HHC       | 18 - Tamba HS     | 30 - Ayungon CES        |
| 9 - Ayungon NHS        | 19 - Division HHC | 31 - ASHC               |
| 10 - Ayungon NHS       | 22 - Division HHC |                         |

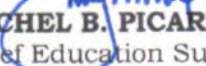
Note: This schedule is subject to change when deemed necessary.

Submitted by:   
**ROSALIE A. ENARDECIDO**  
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

12/19/23



ANNEX A



Control No. 1065

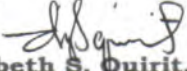
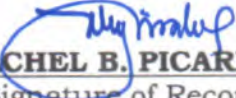

DEPED NEG. OR.  
RELEASED  
NO: 023-3523  
DATE: 21 DEC 2023  
BY: [Signature]  
RECORD SECTION

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

<b>Name</b>	<b>ELIZABETH S. QUIRIT</b>	
<b>Position/Designation</b>	Nurse II	
<b>Permanent Station</b>	Division Office	
<b>Purpose of Travel</b>	To conduct health assessment to learners. Monitor OK sa Deped health programs.	
<b>Host of Activity</b>	Division Office	
<b>Period Covered</b> (Inclusive of Travel Time)	January 3- 4, 2024- San Antonio ES January 9 -10, 2024-Cangmating ES January 16 - 17, 2024-Magatas ES January 18, 2024- Sibulan Central School	January 23- 24, 2024- Calabnugan ES January 25, 2024- Sibulan District Clinic January 30-31, 2024-Boloc-Boloc ES
<b>Venue/Destination</b>	Sibulan District 1	
<b>Fund Source</b>	Division MOOE	
<i>I hereby attest the information in this form and in the supporting documents attached hereto are true and correct.</i>		
 <b>Elizabeth S. Quirit, RN</b> Name and Signature of Requesting Employee		<b>December 15, 2023</b> Date
<i>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.</i>		
 <b>RACHEL B. PICARDAL, EdD</b> Name and Signature of Recommending Authority		<b>DEC 19 2023</b> Date
Approved by:		
 <b>NERI C. OJASTRO EdD, CESO V</b> Schools Division Superintendent Schools Division of Negros Oriental		<b>12/19/23</b> 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:**

- |                                |                                 |
|--------------------------------|---------------------------------|
| 1- HOLIDAY                     | 18 - Sibulan Central School     |
| 2- DIVISION OFFICE             | 19 - DIVISION OFFICE            |
| 3-4 - San Antonio Elem. School | 22 - DIVISION OFFICE            |
| 5 - DIVISION OFFICE            | 23-24 - Calabnugan Elem. School |
| 8 - DIVISION OFFICE            | 25 - Sibulan District Clinic    |
| 9-10 - Cangmatian Elem. School | 26 - DIVISION OFFICE            |
| 11-12 - DIVISION OFFICE        | 29 - DIVISION OFFICE            |
| 15 - DIVISION OFFICE           | 30-31 - Bolocboloc Elem. School |
| 16-17 - Magatas Elem. School   |                                 |

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

Submitted by:   
ELIZABETH S. QUIRIT  
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  
12/19/23



ANNEX A



Control No. 1045

Republic of the Philippines  
**Department of Education**

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

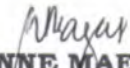


**REGION:** VII- Central Visayas

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

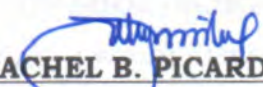
<b>Name</b>	<b>MARIANNE MAE M RAGAS</b>
<b>Position/Designation</b>	Nurse II
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	To render health services to teaching, non-teaching personnel and learners.
<b>Host of Activity</b>	Division Office
<b>Period Covered (Inclusive of Travel Time)</b>	January 3, 2024- Bulibulihan ES January 4, 2024- Mabiay CES January 5, 2024- New Namangka ES
<b>Venue/Destination</b>	Mabinay District 3
<b>Fund Source</b>	Division MOOE

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

  
**MARIANNE MAE M. RAGAS**  
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:**

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

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. To 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. To provide nursing health services (i.e blood pressure, blood sugar) to teaching and non-teaching personnel, and learners.
3. To monitor the adherence of health protocols during the conduct of the limited face-to-face classes or any school-related activities in schools.
4. To attend scheduled meeting/conferences in the Division Office and schools.
5. To conduct any health education topics to all teaching, non-teaching personnel and learners in schools, district office as well as personnel in the Division Office;
6. To conduct school visits; and
7. To Draft/submit reports of accomplishment.

**SCHEDULE OF ACTIVITIES:**

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

1 Holiday (New Year)	11 Manlingay ES	21 Sunday
2 Bulibulihan ES	12 Mabinay CES	22 Division Office Clinic
3 Mabinay CES	13 Saturday	23 Bulibulihan Es
4 Namangka ES	14 Sunday	24 Bugnay ES
5 Old Namangka ES	15 Division Office Clinic	25 New Namangka ES
6 Saturday	16 Mabinay Science HS	26 Namangka ES
7 Sunday	17 Barras ES	27 Saturday
8 Division Office Clinic	18 Banban ES	28 Sunday
9 Arebasore ES	19 Mabinay CES	29 Division Office Clinic
10 Alagsihan ES	20 Saturday	30 Mabinay Science HS
		31 Mabinay CES

Submitted by:

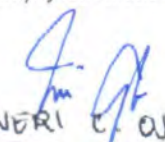
  
**MARIANNE MAE M RAGAS, RN**  
 Nurse II

Concurred:

  
**DR. KARINA LOUISE B. DE LA CRUZ**  
 Medical Officer III

Approved:  
 By the authority of the Schools Division Superintendent

Recommending Approval:  
  
**RACHEL B. PICARDAL, Ed.D.**  
 SGOO, Chief Education Supervisor

  
**NERI C. OJASTRO, Ed.D., CESOV**  
 Schools Division Superintendent  
 Schools Division of Negros Oriental  
 12/19/23

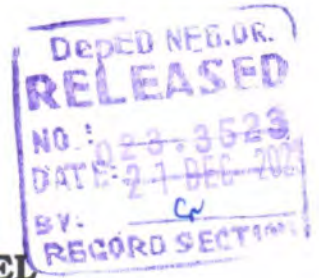


Address: Kagawanan Avenue, Capitol Area, Daro, Dumaguete City  
 Telephone Nos.: (035)225-2838 / 225-2376 / 422-7644  
 Email Address: negros.oriental@deped.gov.ph



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

No.: 1065

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>Melanie Mae O. Austero, RN</b>
<b>Position/ Designation</b>	Nurse II
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b> (must be supported by attachments)	To render health care services to school learners and teaching personnel. Monitor the implementation of OK sa Deped programs.
<b>Host of Activity</b>	SDO NegOr School Health Section
<b>Inclusive Dates</b>	Jan 4 - Malaga ES Jan 5 - Bindoy CES Jan 9 - Manjuyod 1 & 2 Districts Jan 10 - Manjuyod CES Jan 11 - Bolisong ES Jan 12 - Manjuyod SPED
<b>Destination</b>	Bindoy 1 and Manjuyod 2 Districts
<b>Fund Source</b>	Division MOOE

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

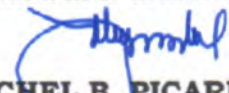
  
**Melanie Mae O. Austero**

**December 19, 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**  
Chief, Education Supervisor, SGOD

**DEC 19 2023**

Name and Signature of Recommending Authority

Date

**APPROVED**

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

**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:**

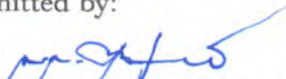
1. Monitor the implementation of the OK sa DepEd flagship programs: *School-Based Feeding Program, Adolescent Reproductive Health Program, National Drug Education program, School Mental Health, and WINS*;
2. Provide nursing services (e.g. blood pressure, blood sugar, health assessment, deworming, etc.) 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:**


1 HOLIDAY	11 Bolisong ES	21 Sun
2 HOLIDAY	12 Manjuyod SPED	22 Division Office Clinic
3 Division Office Clinic	13 Sat	23 Division Office Clinic
4 Malaga ES	14 Sun	24 Mabinay 3 & 4
5 Bindoy CES	15 Division Office Clinic	25 Palay ES
6 Sat	16 Division Office Clinic	26 Candabong ES
7 Sun	17 Mabinay 1 & 2	27 Sat
8 Division Office Clinic	18 Cabcaban ES	28 Sun
9 Manjuyod 1 & 2	19 Atotes ES	29 Division Office Clinic
10 Manjuyod CES	20 Sat	30 La Libertad 1 & 2
		31 Bindoy CES

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

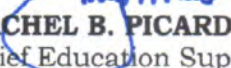
Submitted by:

  
**MELANIE MAE O. AUSTERO, RN**  
Nurse II

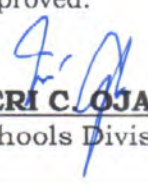
Concurred:

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

Recommending Approval:

  
**RACHEL B. PICARDAL, EdD.**  
Chief Education Supervisor, SGOD

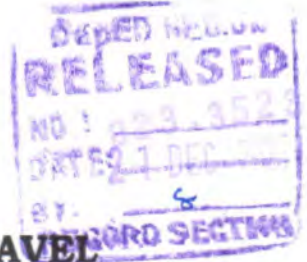
Approved:

  
**NERI C. OJASTRO, EdD, CESO V**  
Schools Division Superintendent  
12/19/23





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



**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>Suzette S. Onde, RN</b>
<b>Position/ Designation</b>	Nurse II
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b> (must be supported by attachments)	To render health care services to school learners and teaching personnel. Monitor the implementation of OK sa Deped programs.
<b>Host of Activity</b>	SDO NegOr School Health Section
<b>Inclusive Dates</b>	Jan 5 - Tayasan 1 & 2 Jan 9 - Manjuyod 1 & 2 Districts Jan 10 - Manjuyod CES Jan 12 - Manjuyod SPED
<b>Destination</b>	Tayasan 1 & 2 and Manjuyod 2 District
<b>Fund Source</b>	Division MOOE

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

*Suzette*  
**Suzette S. Onde**

**December 19, 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*  
**RACHEL B. PICARDAL EdD**  
 Chief, Education Supervisor, SG/OD

**DEC 19 2023**

Name and Signature of Recommending Authority

Date

**APPROVED**

*Neri C. Ojastro*  
**NERI C. OJASTRO, EdD, CESO V**  
 Schools Division Superintendent  
 Name and Signature of Approving Authority

**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:**

1 HOLIDAY	11 Division Office Clinic	21 Sun
2 HOLIDAY	12 Manjuyod SPED	22 Division Office Clinic
3 Division Office Clinic	13 Sat	23 Tamao ES
4 Division Office Clinic	14 Sun	24 Mabinay 3 & 4
5 Tayasan 1 & 2	15 Division Office Clinic	25 Division Office Clinic
6 Sat	16 Matuog ES	26 Candabong ES
7 Sun	17 Mabinay 1 & 2	27 Sat
8 Division Office Clinic	18 Division Office Clinic	28 Sun
9 Manjuyod 1 & 2	19 Atotes ES	29 Division Office Clinic
10 Manjuyod CES	20 Sat	30 La Libertad 1 & 2
		31 Ilaya-Tayasan ES

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

Submitted by:

*psnde*

**SUZETTE S. ONDE, RN**

Nurse II

Concurred:

**KARINA LOUISE B. DE LA CRUZ, MD**

Medical Officer III

Recommending Approval:

**RACHEL B. PICARDAL, EdD.**

Chief Education Supervisor, SGOD

Approved:

**NERI C. OJASTRO, EdD, CESO V**

Schools Division Superintendent

*2/19/23*



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

DepED No. \_\_\_\_\_  
**RELEASED**  
 NO.: 028-9521  
 DATE: 21-DEC-23  
 BY: [Signature]  
 RECORD SECTION

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>Emilda K. Chiu, RN</b>
<b>Position/ Designation</b>	Nurse II
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b> (must be supported by attachments)	To render health care services to school learners and teaching personnel. Monitor the implementation of OK sa Deped programs.
<b>Host of Activity</b>	SDO NegOr School Health Section
<b>Inclusive Dates</b>	Jan 4 – Salngan ES Jan 5 – Zamboanguita CES Jan 10 – Salngan ES
<b>Destination</b>	Zamboanguita 2 District
<b>Fund Source</b>	Division MOOE

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

[Signature]

**Emilda K. Chiu, RN**

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

**DEC 19 2023**

Name and Signature of Recommending Authority

Date

**APPROVED**


[Signature]  
**NERI C. OJASTRO, EdD, CESO V**  
 Schools Division Superintendent

**12/19/23**

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 May **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	13	14		26	Zamboanguila CS
2	Holiday	15		Siiman office	27	28
3	Siiman office	16		Siiman office	29	Siiman office
4	Salogon	17		Makinao CS	30	La Libertad CS
5	Zamboanguila CS	18		Mayabon CS	31	SAL
6, 7		19		Habal CS		
8	Siiman office	20	21			
9	Siiman office	22		Siiman office		
10	Salogon CS	23		Siiman office		
11	Siiman office memo	24		Makinao CS		
12	Siiman office memo	25		Mayabon CS		

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

Submitted by:

*Eglen*  
 Emilda K. Chiu

Nurse II

Concurred:

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

Recommending Approval:

*RBP*  
**RACHEL B. PICARDAL, EdD.**  
 Chief Education Supervisor, SGOD

Approved by:

*NC*  
**NERI C. OJASTRO, EdD., CESE**  
 Schools Division Superintendent

12/19/24



ANNEX A



Control No. 1065

Republic of the Philippines  
Department of Education

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**


RELEASED  
NO. 029.592  
DATE: DEC 2023  
BY: 6  
RECORD SECTION

**REGION:** VII- Central Visayas

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

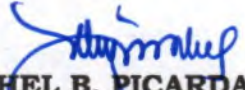
<b>Name</b>	<b>MELCHORA DIOSDADA S. ASDILLO, DMD</b>
<b>Position/Designation</b>	Dentist II
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	To render dental health services to teaching, non-teaching personnel and learners.
<b>Host of Activity</b>	Division Office
<b>Period Covered</b> (Inclusive of Travel Time)	December 14, 2023 - San Antonio ES
<b>Venue/Destination</b>	Sibulan District 1
<b>Fund Source</b>	Division MOOE

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

  
**MELCHORA DIOSDADA S. ASDILLO, DMD**  
Name and Signature of Requesting Employee

December 18, 2023  
Date

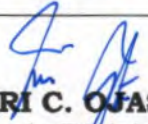
This is to certify that the trip of the requesting employee satisfies all the minimum conditions for authorized official travel and that alternatives to travel are insufficient for purposes stated herein.

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

DEC 19 2023

\_\_\_\_\_  
Date

**Approved:**

  
**NERI C. OJASTRO, EdD, CES0 V**  
Schools Division Superintendent  
Office-in Charge

12/19/23

\_\_\_\_\_  
Date

ANNEX A



Control No. 1065

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

<b>Name</b>	<b>RUNI JOHN P. TERO</b>
<b>Position/Designation</b>	Dental Aide
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	To render dental health services to teaching, non-teaching personnel and learners.
<b>Host of Activity</b>	Division Office
<b>Period Covered (Inclusive of Travel Time)</b>	December 14, 2023 - San Antonio ES
<b>Venue/Destination</b>	Sibulan District 1
<b>Fund Source</b>	Division MOOE

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

**RUNI JOHN P. TERO**  
Name and Signature of Requesting Employee

December 18, 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:**

**NERI C. OJASTRO, EdD, CESO V**  
Schools Division Superintendent  
Office-in Charge

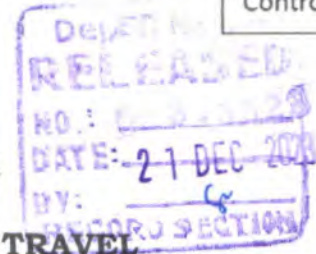
**12/19/23**  
Date

ANNEX A



Control No. 1065

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

<b>Name</b>	<b>MARK LESTER J. AMOLO</b>
<b>Position/Designation</b>	Nurse II
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	To render health services to teaching, non-teaching personnel and learners.
<b>Host of Activity</b>	Division Office
<b>Period Covered</b> (Inclusive of Travel Time)	December 15, 2023- JIMALALUD DISTRICT 1
<b>Venue/Destination</b>	JIMALALUD DISTRICT 1
<b>Fund Source</b>	Division MOOE

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

MARK LESTER J. AMOLO  
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:**

NERI C. CASTRO, EdD, CESO V  
SCHOOLS DIVISION SUPERINTENDENT

12/19/23  
Date

ANNEX A



Republic of the Philippines  
Department of Education

Control No. 1067  
NO. 3-3523  
DATE: 21 DEC 2023  
BY: [Signature]  
RECORD SECTION

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

**REGION:** VII- Central Visayas

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

<b>Name</b>	<b>MARILYN ALCALA, DMD</b>
<b>Position/Designation</b>	Dentist II
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	To render dental health services to teaching, non-teaching personnel and learners.
<b>Host of Activity</b>	Division Office
<b>Period Covered (Inclusive of Travel Time)</b>	January 3, 2023 - Dauin CS January 4, 2023 - Dauin CS January 5, 2023 - Dauin CS January 10, 2023 - Bacong CS January 11, 2023 - Bacong CS January 17, 2023 - Bacong CS January 18-19, 2023 - Bacong CS January 24, 2023 - Bacong CS January 25-26, 2023 - Bacong CS January 31, 2023 - Bacong CS
<b>Venue/Destination</b>	Bacong & Dauin Districts
<b>Fund Source</b>	Division MOOE

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

**MARILYN ALCALA, DMD**  
Name and Signature of Requesting Employee

December 18, 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

12/18/2023  
Date

**Approved:**

**NERI C. OJASTRO, EdD, 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 January 2023

**OBJECTIVES:**

1. To conduct health talks to learners regarding oral health.
2. To enhance oral health education among teaching/non-teaching personnel in schools.
3. Tele/Online/Face-to-Face Dental Consultation to learners.
4. Tele/Online/Face-to-Face Dental Consultation to teaching/ Non-teaching personnel.
5. Dental treatment to learners, teaching and non-teaching personnel.
6. Division office Clinic Duty.
7. SDHCP clinic duty.
8. Monitor the implementation of dental health programs.

**SCHEDULE OF ACTIVITIES:**

Jan. 1 - Holiday  
 Jan. 2 - D.O.  
 Jan. 3-5 - Damin Cent. Sch.  
 Jan. 8-9 - DIV. OFFICE  
 Jan. 10-11 - Bacmg Cent. Sch.  
 Jan. 15-16 - DIV. OFFICE  
 Jan. 17-19 - Bacmg Cent. Sch.  
 Jan. 22-23 - DIV. OFFICE  
 Jan. 24-26, 31 - Bacmg Cent. Sch.

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

Submitted by:

MARIWIT. ACMA  
 Dentist II

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, CES V  
 Schools Division Superintendent  
 Schools Division of Negros Oriental  
 12/19/23



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

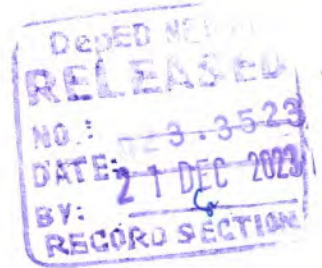
ANNEX A



Control No. 1065

Republic of the Philippines  
Department of Education

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

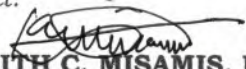


**REGION:** VII- Central Visayas

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

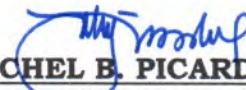
<b>Name</b>	<b>KENNITH C. MISAMIS</b>
<b>Position/Designation</b>	Nurse II
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	To conduct health assessment to learners. Monitor OK sa Deped health programs.
<b>Host of Activity</b>	Division Office
<b>Period Covered</b> (Inclusive of Travel Time)	January 3, 2024- DLANHS January 4, 2024- DLANHS January 5, 2024- DLANHS SHS
<b>Venue/Destination</b>	Bindoy District 2
<b>Fund Source</b>	Division MOOE

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

  
**KENNITH C. MISAMIS, RN**  
Name and Signature of Requesting Employee

**Dec. 18, 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

**12/18/2023**

Date

Approved by:

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

**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:**

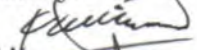
1. Monitor the implementation of the OK sa DepEd flagship programs: *School-Based Feeding Program, Adolescent Reproductive Health Program, National Drug Education program, School Mental Health, and WINS;*
2. Provide nursing services (e.g. blood pressure, blood sugar, health assessment, deworming, etc.) 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:**

- |                      |                         |                   |
|----------------------|-------------------------|-------------------|
| 1. Holiday           | 11. D.O. (Clinic)       | 21. SUN           |
| 2. D.O. (Clinic)     | 12. D.O. (Clinic)       | 22. D.O. (Clinic) |
| 3. DLANTS            | 13. GAT                 | 23. D.O. (Clinic) |
| 4. DLANTS            | 14. SUN                 | 24. Campylo ES    |
| 5. DLANTS GHS        | 15. D.O. (Clinic)       | 25. DLANTS        |
| 6. GAT               | 16. D.O. (Clinic)       | 26. DLANTS GHS    |
| 7. SUN               | 17. Manjuyod District 1 | 27. GAT           |
| 8. D.O. (Clinic)     | 18. DLANTS GHS          | 28. SUN           |
| 9. D.O. (Clinic)     | 19. DLANTS              | 29. D.O. (Clinic) |
| 10. DLANTS Malaga HS | 20. GAT                 | 30. D.O. (Clinic) |
|                      |                         | 31. Campylo ES    |

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

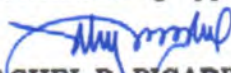
Submitted by:

  
**Kenneth C. Arisamis, RN**  
 Nurse II

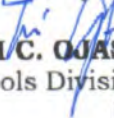
Concurred:

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

Recommending Approval:

  
**RACHEL B. PICARDAL, EdD.**  
 Chief Education Supervisor, SGOD

Approved by:

  
**NERIC C. OJASTRO, EdD CESO V**  
 Schools Division Superintendent  
 12/19/23





ANNEX A



Control No. 1065

Republic of the Philippines  
**Department of Education**

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

DepED NEG-O  
**RELEASED**  
 NO.: 123.3523  
 DATE: 21 DEC 2023  
 BY: g  
 RECORD SECTION

**REGION:** VII- Central Visayas

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

<b>Name</b>	<b>ARECIA B. PASQUIL, DMD</b>
<b>Position/Designation</b>	Dentist II
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	To render dental health services to teaching, non-teaching personnel and learners.
<b>Host of Activity</b>	Division Office
<b>Period Covered (Inclusive of Travel Time)</b>	January 3, 2023 - Awa-an E/S January 4, 2023 - Ayungon II CES January 5, 2023 - Bindoy I CES January 9-10, 2023 - Bindoy I E/S January 11-12, 2023 - Ayungon I E/S January 16-17, 2023 - Tibyawan E/S January 18-19, 2023 - Banban E/S January 23-24, 2023 - Suok E/S January 25-26, 2023 - Mantahaw E/S January 30, 2023 - Ayungon II CES January 31, 2023 - Bindoy I CES
<b>Venue/Destination</b>	Bindoy I & 2 Districts, Ayungon 1 & 2 Districts
<b>Fund Source</b>	Division MOOE

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

*[Signature]*  
**ARECIA B. PASQUIL, DMD**  
 Name and Signature of Requesting Employee

December 18, 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.

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

12/18/2023  
 Date

**Approved:**  
*[Signature]*  
**NERI C. OJASTRO, EdD, CESO V**  
 Schools Division Superintendent  
 Office-in Charge

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 JANUARY 2023

**OBJECTIVES:**

1. To conduct health talks to learners regarding oral health.
2. To enhance oral health education among teaching/non-teaching personnel in schools.
3. Tele/Online/Face-to-Face Dental Consultation to learners.
4. Tele/Online/Face-to-Face Dental Consultation to teaching/ Non-teaching personnel.
5. Dental treatment to learners, teaching and non-teaching personnel.
6. Division office Clinic Duty.
7. SDHCP clinic duty.
8. Monitor the implementation of dental health programs.

January 2024

**SCHEDULE OF ACTIVITIES:**

- 1- Holiday
- 2- DIVISION OFFICE
- 3- AWA - An E/S
- 4- Ayungon II CES
- 5- Bindoy I CES
- 8- DIVISION OFFICE
- 9-10- BINDOY I E/S (Tinabigan)
- 11-12- Ayungon I E/S
- 15 - DIVISION OFFICE
- 16-17 - Tibyawan E/S

- 18-19 - Bamban E/S
- 22 - DIVISION OFFICE
- 23-24 - Suok E/S
- 25-26 - Mantahaw E/S
- 29 - DIVISION OFFICE
- 30 - Ayungon II CES
- 31 - BINDOY I CES

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

Submitted by:

MARCELA B. PASQUIL  
 Dentist II

Concurred:

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

Recommending Approval:

RACHEL B. PICARDAL EdD  
 SGOB, Chief Education Supervisor

APPROVED:

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

12/15/23



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