



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

RELEASED  
 NO. 023-0061  
 DATE 10 JAN 2023

ANNEX A

**AUTHORITY TO TRAVEL**


CONTROL NO:

22

REGION: VII  
 BUREAU/DIVISION/SCHOOL: NEGROS ORIENTAL

<b>Date of Filing</b>	January 10, 2023
<b>Name/Position/Designation</b>	1. DR. NILITA L. RAGAY – OIC-ASDS/Chief-CID 2. DR. RENANTE A. JUANILLO – EPS 3. MS. ROSELA R. ABIERA – DEPS-LRMS Manager
<b>Permanent Station</b>	Curriculum Implementation Division (CID), SDO of Negros Oriental
<b>Purpose of Travel</b>	To conduct Schools Visit and to attend the Division Executive Conference of ALL District Leaders
<b>Activity Organized/ Sponsored By</b>	DepEd, Schools Division of Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	January 11-12, 2023
<b>Please Check</b>	<input checked="" type="checkbox"/> <b>Official Business</b> <input type="checkbox"/> <b>Official Time</b>
<b>Venue/Destination</b>	Sta. Catalina Districts 1-4
<b>Expenses Covered</b>	Travel and other incidental expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE/Local Funds

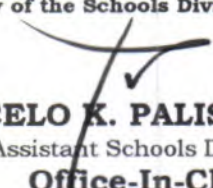
**Recommending Approval:**

  
**NILITA L. RAGAY EdD**  
 OIC-ASDS/Chief-CID

Date: January 10, 2023

**Approved:**

By the Authority of the Schools Division Superintendent:

  
**MARCELO K. PALISPIS EdD JD**  
 OIC-Office of the Assistant Schools Division Superintendent  
**Office-In-Charge**

Date: 10 JAN 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



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**Office of the Schools Division  
Superintendent**

MEMORANDUM  
MLA-2023- 10

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

**By the authority of the SDS:**

FROM : **MARCELO K. PALISPIS, EDD**  
Assistant Schools Division Superintendent  
*OFFICE - IN - CHARGE*

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

DATE : January 9, 2023

1. This office informs all the Public Schools District Supervisors/District In-Charge/District Care Takers for **Schools Visit and Division Executive Conference** at **8:00 o'clock in the morning** on **January 11-12, 2023**, at **Sta. Catalina Districts**.
2. The conference aims to:
  - a. discuss activities for 2023;
  - b. update progress on the recovery program; and
  - c. appreciate collaboration and teamwork in attaining the set objectives.
3. Drop off school is at Don Emilio MNHS, Sta. Catalina District 1.
4. Stringent health protocols like wearing of facemask, social distancing, etc. shall be observed.
5. Everyone is requested to come on time in blue polo shirt on the first day and purple polo shirt on the second day.
6. 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.
7. This serves as an **Authority to Travel**.
8. For information and compliance.

ISPP/ MKP-JMA-NLR/GASDS-R/ NLR

10 JAN 2023



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