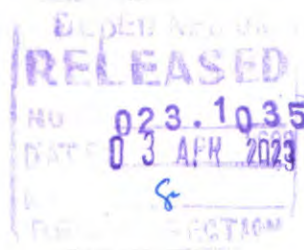




Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL



6915332311344

AUTHORITY TO TRAVEL


CONTROL NO.

315

REGION:
BUREAU / DIVISION / SCHOOL: Division of Negros Oriental

Date of Filing	April 3, 2023	
NAME	CLINT ARTHUR A. TIU	
Position / Designation	Nurse II	
Permanent Station	Division Office	
Purpose of Travel	Clinic duty; conduct monitoring on the observance of COVID-19 protocols and the functionality of facilities & medical supplies in schools during face-to-face classes; provision of medical services to DepEd personnel; monitor the implementation of OK sa DepEd programs in schools; Conduct health assessments to students; served as medics during athletic meet.	
Activity Organized / Sponsored by	Schools Division of Negros Oriental	
Period Covered (Inclusive of Travel Time)	Month of April 2023 April 4 – Sibulan CES April 5 – Balugo HS April 13 – Ajong HS April 14 – Ajong HS	April 18 – Sibulan CES April 19 – Tubigon HS April 20-29 – CVIRAA Carcar City
Please Check	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time	
Venue / Destination	Sibulan CES, Balugo HS, Ajong HS, Tubigon HS, Sibulan Science HS, Carcar City	
Expenses Covered	Travelling, food, venue, accommodation, training fee and other expenses (subject to the usual accounting and auditing rules and regulations)	
Fund Source (Pap Code / ...)	Division MOOE	


Recommending Approval:


RACHEL B. PICARDAL, EdD
SGOD, Chief Education Supervisor

Date: APR 03 2023

Approved:

By the Authority of the Schools Division Superintendent


MARCELO K. PALISPIS, EdU, JD
OIC-ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
Office-In-Charge

Date: _____



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

ITINERARY OF TRAVEL
For the month of APRIL 2023

OBJECTIVES:

1. Do Submission of reports for COVID-19
2. Do case finding and make referrals to proper agency.
3. Do clinic treatment of common ailments found during inspection.
4. Do individualize nursing consultations/conferences to teaching and non-teaching personnel.
5. Take Blood Pressure and Blood Sugar screening of teaching and non-teaching personnel and do proper health referrals to health agencies.
6. Conduct health lectures on Good Health Habits, Hygiene and COVID-19 prevention & vaccination rollout.
7. Inspect assigned schools and offices for their observance of COVID-19 health protocol and their implementation of OK sa DepEd health programs.

SCHEDULE OF ACTIVITIES:

1 Saturday
2 Sunday
3 Division Office
4 Sibulan CES
5 Balugo HS
6 Holiday
7 Holiday
8 Saturday
9 Sunday
10 Holiday
11 CTO
12 CTO
13 Ajong NHS
14 Ajong NHS
15 Saturday


16 Sunday
17 Division Office
18 Sibulan CES
19 Tubigon HS
20 CVIRAA Carcar City
21 CVIRAA Carcar City
22 CVIRAA Carcar City
23 CVIRAA Carcar City
24 CVIRAA Carcar City
25 CVIRAA Carcar City
26 CVIRAA Carcar City
27 CVIRAA Carcar City
28 CVIRAA Carcar City
29 CVIRAA Carcar City
30 Sunday

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

Submitted by:


Clint Arthur A. Tiu, MSN, RN
Nurse II

Concurred:


Karina Louise B. de la Cruz, MD
Medical Officer III

Recommending Approval:


RACHEL B. PICARDAL, Ed.D.
SGOD, Chief Education Supervisor

Approved: By the Authority of the Schools
Division Superintendent

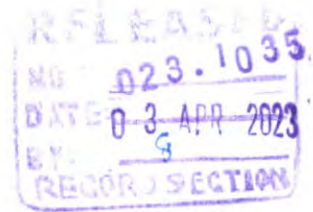

MARCELO K. PALISPIS, Ed.D. JD
OIC-ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
Office-In-Charge



Address: Kagawasan Avenue, Capitol Area, Davao, 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
REGION VII - CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL



ANNEX A

AUTHORITY TO TRAVEL

CONTROL NO:

315

REGION: VII

BUREAU/DIVISION/SCHOOL: Division of Negros Oriental

Date of Filing	March 29, 2023
NAME	Nicanor F. Villarosa Jr.
Position/Designation	Dentist II
Permanent Station	Division Office
Purpose of Travel	To provide dental services to learners, duty in school dental clinic and monitor school dental health programs.
Activity Organized/ Sponsored By	DepEd, Negros Oriental
Period Covered (Inclusive of Travel Time)	April 4,5,13,20,27 - Amlan CES April 6,7 - Maundy Thursday, Good Friday April 12,19,25,26,28 - Lindy Pajunar MES April 11,14,18,21 - Antulang ES
Please Check	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
Venue/Destination	Amlan District/ Siaton District 1
Expenses Covered	(Subject to usual accounting and auditing rules and regulations).
Fund Source (Pap Code/...)	Travel and Incidental expenses (Subject to usual accounting and auditing rules and regulations).
Recommending Approval: RACHEL B. PICARDAL, EdD SGOD, Chief Education Supervisor Date: APR 03 2023	Approved: MARCELO K. PALISPIS, EdD, JD OIC-ASSISTANT SCHOOLS DIVISION SUPERINTENDENT Date: _____



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



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

ITINERARY OF TRAVEL:
For the month of April 1-30, 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:

1 Saturday	17 Division Office
2 Sunday	18 Antulang ES
3 Division Office	19 Lindy Pajunar ES
4 Amlan CES	20 Amlan CES
5 Amlan CES	21 Antulang ES
6 Maundy Thursday	22 Saturday
7 Good Friday	23 Sunday
8 Saturday	24 Division Office
9 Sunday	25 Lindy Pajunar ES
10 Division Office	26 Lindy Pajunar ES
11 Antulang ES	27 Amlan CES
12 Lindy Pajunar ES	28 Lindy Pajunar ES
13 Amlan CES	29 Saturday
14 Antulang ES	30 Saturday
15 Saturday	
16 Sunday	

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

Submitted by :

Nicanor F. Villarosa Jr.
Dentist II

Concurred:

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

Recommending Approval :

RACHEL B. PICARDAL, Ed.D.
SGOD, Chief Education Supervisor

APPROVED :

MARCELO W. PALISPIS, EdD, JD
OIC-ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent
Schools Division of Negros Oriental



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

Tracking No. 6915332311851



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

RELEASED
NO. 023.1035
DATE 03 APR 2023
BY: [Signature]
RECORD SECTION


AUTHORITY TO TRAVEL

CONTROL NO:
315


REGION: VII
BUREAU/DIVISION/SCHOOL: Negros Oriental

Date of Filing	April 3, 2023
NAME	Dr. Karina Louise de la Cruz – Medical Officer III
Position/Designation	
Permanent Station	SDO, Negros Oriental
Purpose of Travel	Render health services to learners and personnel at SDHCP clinic
Activity Organized/ Sponsored By	DepEd Negros Oriental
Period Covered (Inclusive of Travel Time)	April 13, 2023 – Sibulan CES (Sibulan 1 district) April 14, 2023 – Amlan CES (Amlan district)
Venue/Destination	
Please Check	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
Expenses Covered	(subject to usual accounting and auditing rules and regulations)
Fund Source (Pap Code/...)	

Recommending Approval:


RACHEL B. PICARDAL EdD
SGOD, Chief Education
Supervisor
APR 03 2023
Date: _____

Approved:
By the Authority of the Schools Division Superintendent:


MARCELO K. PALISPIS, EdD, JD
OIC-ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
Office-In-Charge
Date: _____



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Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division OF NEGROS ORIENTAL

ITINERARY OF TRAVEL
For the month of APRIL 2023

OBJECTIVES:

1. Attend consultations and increase knowledge of patients regarding their illnesses hence prescribe medications, give medical advice, issue laboratory requests for further evaluation and management
2. Issue medical certificates for employment purposes and promotions
3. Supervise the nursing staff in their duties and responsibilities such as taking vital signs, administering and dispensing medicines and making medical records
4. Provide medical advice to employees and medical dependents
5. To submit necessary reports such as COVID19 monitoring of all personnel
6. To conduct health education lecture about COVID19, Hand Foot and Mouth disease and other common illnesses
7. To conduct virtual and face-to-face consultations with DepEd personnel
8. To refer confirmed cases, suspect cases and close contacts to respective RHU
9. To conduct medical examination of athletes and coaches

SCHEDULE OF ACTIVITIES:

3, 4, 5, 10, 17 – Division Office
11 – CTO
12 – Plaza Maria Luisa (NDEP seminar)
13 – Sibulan CES Clinic
14 – Amlan CES Clinic
20-29 – CVIRAA Medics (Carcar City, Cebu)

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

Submitted by:


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

Recommending Approval:


RACHEL B. PICARDAL EdD
SGOD, Chief Education Supervisor

APPROVED:

By the Authority of the Schools Division Superintendent:


MARCELO K. PALISPIS EdD
OIC- Assistant Schools Division Superintendent
Office-In-Charge



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