



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

No.: 646



TRAVEL

AUTHORITY FOR OFFICIAL TRAVEL


Name	JEYLEN E. CERAL, PDO 1 ERWIN C. PINUTO, PDO 1
Position/ Designation	PDO I
Permanent Station	Division of Negros Oriental
Purpose of Travel (must be supported by attachments)	To attend the Learners Convergence PH 2023
Host of Activity	Central Office (Youth Formation Division)
Inclusive Dates	July 29,30,31- August 1,2,3, 2023
Destination	Marikina City, Manila
Fund Source	Division / local MOOE

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


JEYLENE E. CERAL, ERWIN PINUTO
Name and Signature of Requesting Employee

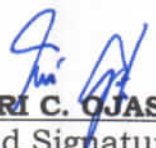
July 12, 2023
Date

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
Name and Signature of Approving Authority

7/12/2023
Date

APPROVED


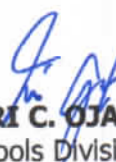

NERI C. OJASTRO EdD, CESE
Name and Signature of Approving Authority

7/14/23
Date



Republic of the Philippines
Department of Education



AUTHORITY TO TRAVEL		CONTROL NO:
REGION DIVISION	: REGION VII – CENTRAL VISAYAS : SCHOOLS DIVISION OF NEGROS ORIENTAL	
DATE OF FILING	JULY 13, 2023	
NAME/S & POSITION / DESIGNATION	JEYLENE E. CERIAL, PDO-I ERWIN C. PINUTO, PDO-I	
PERMANENT STATION	DepEd, Schools Division of Negros Oriental	
PURPOSE OF TRAVEL	To attend the Learners' Convergence PH 2023	
ACTIVITY ORGANIZED / SPONSORED BY	Central Office (Youth Formation Division)	
PERIOD COVERED	August 29,30,31- August 1,2,3, 2023	
PLEASE CHECK	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time	
VENUE / DESTINATION	Marikina City	
EXPENSES COVERED	Traveling / Transportation and other incidental expenses (subject to the usual accounting and auditing rules and regulations)	
FUND SOURCE	Division / local MOOE funds	
RECOMMENDING APPROVAL:		APPROVED:
 RACHEL B. PICARDAL, EdD Chief Schools Division Operation Division		 NERI C. OJASTRO EdD, CESE Schools Division Superintendent
Date : <u>7/12/2023</u>		Date: <u>7/14/23</u>



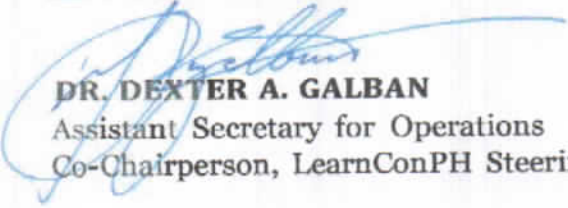
Republic of the Philippines
Department of Education

OFFICE OF THE ASSISTANT SECRETARY FOR OPERATIONS
BUREAU OF LEARNER SUPPORT SERVICES
School Health Division | School Sports Division | Youth Formation Division

OM-OASOPS-2023-01

MEMORANDUM

FOR : **Minister, Basic, Higher, and Technical, Education, BARMM**
Bureau and Service Directors
Schools Division Superintendents
Regional and Division Youth Formation Coordinators
All Others Concerned

FROM : 
DR. DEXTER A. GALBAN
Assistant Secretary for Operations
Co-Chairperson, LearnConPH Steering Committee

SUBJECT : **ADDENDUM TO THE GENERAL ADMINISTRATIVE**
GUIDELINES OF THE LEARNERS' CONVERGENCE PH 2023

DATE : **04 June 2023**

This Memorandum is supplementary to the recently disseminated OUPOPS Memorandum No. 2023-03-5122, dated 5 May 2023, titled *Learners' Convergence PH 2023*, with the theme, *Sa Makabata: Sentro ng Karunungan, Huwaran ng Kagalingan*, from July 29 to August 3, 2023, in Marikina City, Metro Manila.

In this regard, all **non-teaching personnel** who will render services on the said date are entitled to compensatory time-off (CTO) or overtime credits which can be used for leave purposes valid for one year. The CTO is subject to existing rules and regulations of the DepEd and shall be approved by their respective School Division Offices.

On the other hand, the **teaching personnel** shall be entitled to service credits which can be used to offset absences incurred due to illness. These shall be valid and binding until they are separated or retired from service.

For questions or concerns, please contact Mr. Rovin James F. Canja, Project Development Officer IV, Officer-in-Charge of the Bureau of Learner Support Services - Learner Formation Division (BLSS-LFD), at blss.lfd@deped.gov.ph.

For immediate dissemination and appropriate action.