



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>RUBY JEAN ESTRELLITA M. BIDAURE</b>
<b>Position/Designation</b>	Administrative Officer IV - Supply Officer
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b> (must be supported by attachments)	To attend the National Convention of the Department of Education Supply Officers
<b>Host of Activity</b>	DepEd Central Office (Administrative Service-Asset Management Division)
<b>Period Covered</b> (Inclusive of Travel Time)	November 21-24, 2023
<b>Venue/Destination</b>	DepEd Ecotech Center, Sudlon, Lahug, Cebu City
<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.

**RUBY JEAN ESTRELLITA M. BIDAURE**

Name and Signature of Requesting Employee

**17 NOV 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.

**LANI B. YURONG**

Administrative Officer V

Name and Signature of Recommending Authority

Date

**APPROVED**

**NERI C. OJASTRO EdD, CESE**

Schools Division Superintendent

Name and Signature of Approving Authority

**11/20/2023**

Date



Republic of the Philippines  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY FOR ADMINISTRATION

**MEMORANDUM**

OUA-OUT-110623-A2-1

TO : **Regional Directors**  
**Schools Division Superintendents**  
**All Others Concerned**

FROM : **NOLASCO A. MEMPIN**  
Undersecretary for Administration

SUBJECT : **CONDUCT OF NATIONAL CONVENTION OF DEPARTMENT**  
**OF EDUCATION SUPPLY OFFICERS**

DATE : 06 November 2023

The Department of Education (DepEd) through the Administrative Service-Asset Management Division (AS-AMD) will hold the **National Convention of the Department of Education Supply Officers** on **November 21 to 24, 2023** at DepEd Ecotech Center, Cebu City, with the theme: **“A MATATAG Supply Team: Resilient, Efficient, and Transformed through Innovation”**.

This convention aims to:

- a. gather all Supply Officers composed of Administrative Officers handling property and supplies management;
- b. present the latest policies and issuances related to their function;
- c. discuss relevant issues and pressing concerns on property and supply management and come up with possible ways forward;
- d. identify gaps in processes across all governance levels to achieve one quality control plan; and
- e. impart targets and agenda of the administration for the MATATAG initiatives.

The target participants in the convention are the Administrative Officers from the Regional and Division Offices that are handling Asset Management Sections and Property and Supply Units, whether in permanent, acting, officer-in-charge, or designated in concurrent capacity.

To facilitate arrangements for board and lodging, participants are advised to confirm their attendance on or before **November 15, 2023**, through online registration at <https://bit.ly/SOConvention2023> or scan the QR code below:

NATIONAL CONVENTION OF  
DEPED SUPPLY OFFICERS



Participants must check in at the venue on **November 21, 2023**, with lunch as the first meal. The program proper will start on November 21, 2023, until **November 24, 2023**, with lunch as the last meal.

All travel expenses incurred by participants from the field offices shall be charged to their respective local funds. All expenses incurred shall be subject to the usual accounting and auditing rules and regulations.

Attached as an enclosure is the indicative list of participants and program.

For more information, kindly coordinate with **Mr. Albert C. Alano**, Chief of the Asset Management Division through telephone number (02) 86350551 or email address [albert.alano@deped.gov.ph](mailto:albert.alano@deped.gov.ph), copy furnish [as.amd@deped.gov.ph](mailto:as.amd@deped.gov.ph).

**NATIONAL CONVENTION OF DEPED SUPPLY OFFICERS**  
**List of Participants**

	Name	Last Name	First Name	Middle	Region	Division
87	Raquel I. Climaco	Climaco	Raquel	I.	Region III	Bulacan
88					Region III	Cabanatuan City
89	Nicole Yves G. De Guzman	De Guzman	Nicole Yves	G.	Region III	Guapan City
90	Ricky John V. Manarang	Manarang	Ricky John	V.	Region III	Mabalacat City
91	Antonio G. Pangan	Pangan	Antonio	G.	Region III	Malolos City
92	Aiza B. Pabon	Pabon	Aiza	B.	Region III	Meycauayan
93	Alberto V. Tecson	Tecson	Alberto	V.	Region III	Nueva Ecija
94	Ronaldo S. Manila	Manila	Ronaldo	S.	Region III	Olongapo City
95	Sharon M. Catangal	Catangal	Sharon	M.	Region III	Pampanga
96	Eufrocina Lelanie A. Fernandez	Fernandez	Eufrocina Lelanie	A.	Region III	San Fernando City La Union
97	Jomel D. Somera	Somera	Jomel	D.	Region III	San Jose City
98	Ma Theresa M. Roxas	Roxas	Ma. Theresa	M.	Region III	San Jose Del Monte City
99	Winnie S. Valdez	Valdez	Winnie	S.	Region III	Science City Of Munoz
100					Region III	Tarlac City
101	Rosella M. Soriano	Soriano	Rosella	M.	Region III	Tarlac
102	Grace M. Ruanto	Ruanto	Grace	M.	Region III	Zambales
103	Michael P. Glorial	Glorial	Michael	P.	Region IV-A (CALABARZON)	Regional Office
104	Pamela M. Verzola	Verzola	Pamela	M.	Region IV-A (CALABARZON)	Antipolo City
105					Region IV-A (CALABARZON)	Bacoor
106	Vilma P. Miguel	Miguel	Vilma	P.	Region IV-A (CALABARZON)	Batangas City
107	Cheryl M. Baril	Baril	Cheryl	M.	Region IV-A (CALABARZON)	Batangas Province
108	Sylvia S. Tanael	Tanael	Sylvia	S.	Region IV-A (CALABARZON)	Biñan City
109	Kamille Rose S. Mendoza	Mendoza	Kamille Rose	S.	Region IV-A (CALABARZON)	Cabuyao
110					Region IV-A (CALABARZON)	Calamba
111	Karl Manuel O. Cordora	Cordora	Karl Manuel	O.	Region IV-A (CALABARZON)	Cavite City
112	Edward Joovan R. Roman	Roman	Edward Joovan	R.	Region IV-A (CALABARZON)	Cavite Province
113	Jessica V. Grifaldo	Grifaldo	Jessica	V.	Region IV-A (CALABARZON)	Dasmariñas
114	Heizel C. Almanon	Almanon	Heizel	C.	Region IV-A (CALABARZON)	General Trias City
115					Region IV-A (CALABARZON)	Imus
116	Luisito Jr. B. De La Torre	De La Torre	Luisito Jr.	B.	Region IV-A (CALABARZON)	Laguna
117					Region IV-A (CALABARZON)	Lipa
118	Aloysius D. Cabana	Cabana	Aloysius	D.	Region IV-A (CALABARZON)	Lucena City
119	George D. Aguila	Aguila	George	D.	Region IV-A (CALABARZON)	Quezon Province
120	Edwin F. Balbuena	Balbuena	Edwin	F.	Region IV-A (CALABARZON)	Rizal
121	Juris E. Samsaman	Samsaman	Juris	E.	Region IV-A (CALABARZON)	San Pablo City
122	Christopher E. Comia	Comia	Christopher	E.	Region IV-A (CALABARZON)	San Pedro City
123	Simplicio P. Honduna	Honduna	Simplicio	P.	Region IV-A (CALABARZON)	Santa Rosa City
124	Lloyd Allan D. Mitra	Mitra	Lloyd Allan	D.	Region IV-A (CALABARZON)	Sto Tomas City
125	Rosalie T. Dela Cruz	Dela Cruz	Rosalie	T.	Region IV-A (CALABARZON)	Tanauan
126	Joyce Anne P. Limbo	Limbo	Joyce Anne	P.	Region IV-A (CALABARZON)	Tayabas City
127	Salvador J. Fernandez, Jr.	Fernandez, Jr.	Salvador	J.	Region IV-B (MIMAROPA)	Regional Office
128	Lovely Christia P. De Torres	De Torres	Lovely Christia	P.	Region IV-B (MIMAROPA)	Regional Office
129	Mary Jane B. Guavis	Guavis	Mary Jane	B.	Region IV-B (MIMAROPA)	Calapan City
130	Ruby M. Tan	Tan	Ruby	M.	Region IV-B (MIMAROPA)	Marinduque
131	Kim Z. Sumanguid	Sumanguid	Kim	Z.	Region IV-B (MIMAROPA)	Occidental Mindoro
132	Medelyn R. Del Mundo	Del Mundo	Medelyn	R.	Region IV-B (MIMAROPA)	Oriental Mindoro
133	Dorothy C. Dellosa	Dellosa	Dorothy	C.	Region IV-B (MIMAROPA)	Palawan
134	Christian Joy S. Amurao	Amurao	Christian Joy	S.	Region IV-B (MIMAROPA)	Puerto Princesa City
135	Joseph M. Malaya	Malaya	Joseph	M.	Region IV-B (MIMAROPA)	Romblon
136	Salvador M. Lopera	Lopera	Salvador	M.	Region V	Regional Office
137	Aldrin R. Rellama	Rellama	Aldrin	R.	Region V	Regional Office
138	Marchu V. Portades	Portades	Marchu	V.	Region V	Albay
139	Mary Ann C. Manalo	Manalo	Mary Ann	C.	Region V	Camarines Norte
140	Benjamin Jr. N. Layosa	Layosa	Benjamin Jr.	N.	Region V	Camarines Sur
141	Cristina T. Barrameda	Barrameda	Cristina	T.	Region V	Catanduanes
142	Francis N. Martibez	Martibez	Francis	N.	Region V	Iriga City
143	Domingo Jr A. De Asis	De Asis	Domingo Jr	A.	Region V	Legazpi City
144	Evangelina N. Bobis	Bobis	Evangelina	N.	Region V	Ligao City
145	Ma. Theresa A. Basas	Basas	Ma. Theresa	A.	Region V	Masbate
146	Felix V. Buri	Buri	Felix	V.	Region V	Masbate City
147	Melita L. Canton	Canton	Melita	L.	Region V	Naga City
148	Albert C. Perez	Perez	Albert	C.	Region V	Sorsogon
149					Region V	Sorsogon City
150	Marites B. Buban	Buban	Marites	B.	Region V	Tabaco City
151	Cornelio Jr. M. Gandicela	Gandicela	Cornelio Jr.	M.	Region VI	Regional Office
152					Region VI	Aklan
153	Romyña Faith Grace R. Villanuz	Villanuz	Romyña Faith Grace	R.	Region VI	Antique
154	Elizabeth R. Malaga	Malaga	Elizabeth	R.	Region VI	Bacolod City
155	Ma. Cristina M. Bautista	Bautista	Ma. Cristina	M.	Region VI	Bago City
156	Joel D. Sav	Sav	Joel	D.	Region VI	Cadiz City
158	Desiree L. Miano	Miano	Desiree	L.	Region VI	Escalante City
159	Rene G. Garonita	Garonita	Rene	G.	Region VI	Guimaras
160	Rene L. Acuña	Acuña	Rene	L.	Region VI	Himamaylan City
161	Mary Ann H. Mendoza	Mendoza	Mary Ann	H.	Region VI	Iloilo City
162	Lailah A. Cambas	Cambas	Lailah	A.	Region VI	Iloilo Province
163	Salvacion Eicy C. Pantajo	Pantajo	Salvacion Eicy	C.	Region VI	Kabankalan City
164	Leslie R. Arzaga	Arzaga	Leslie	R.	Region VI	La Carlota City
165	Sherryl D. Sampalucia	Sampalucia	Sherryl	D.	Region VI	Negros Occidental
166	Nilo P. Pachejo	Pachejo	Nilo	P.	Region VI	Passi City
167	Paul Anthony M. Rodriguez	Rodriguez	Paul Anthony	M.	Region VI	Roxas City
168	Ronie J. Osal	Osal	Ronie	J.	Region VI	Sagay City
169	Ronnie D. Viemeza	Viemeza	Ronnie	D.	Region VI	San Carlos City
170	Jonalyn A. Morales	Morales	Jonalyn	A.	Region VI	Silay City
171	Merlita D. Lirazan	Lirazan	Merlita	D.	Region VI	Sipalay City
172	Cicla Mae I. Belgira	Belgira	Cicla Mae	I.	Region VI	Victorias City
173	Ida F. Cabantan	Cabantan	Ida	F.	Region VII	Regional Office

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	Name	Last Name	First Name	Middle	Region	Division
174	Alexander, Jr. P. Gaudiano	Gaudiano	Alexander, Jr.	P.	Region VII	Bais City
175	Jedidah B. Bordios	Bordios	Jedidah	B.	Region VII	Bayawan City
176	Arlene S. Piloton	Piloton	Arlene	S.	Region VII	Bogo City
177	Lilian M. Baloria	Baloria	Lilian	M.	Region VII	Bohol
178	Nestor T. Poneles	Poneles	Nestor	T.	Region VII	Canlaon
179	Alma P. Urgei	Urgei	Alma	P.	Region VII	Carcar City
180	Rosilin L. Argoncillo	Argoncillo	Rosilin	L.	Region VII	Cebu City
181	Patricio J. Gonzaga	Gonzaga	Patricio	J.	Region VII	Cebu Province
182	Jhecris L. Capuno	Capuno	Jhecris	L.	Region VII	Danao City
183	Gerardina R. Rendoque	Rendoque	Gerardina	R.	Region VII	Dumaguete City
184	Rheadian A. Patoc	Patoc	Rheadian	A.	Region VII	Guihulngan City
185	Jeffrey J. Segura	Segura	Jeffrey	J.	Region VII	Lapu Lapu City
186	Bryan R. Samson	Samson	Bryan	R.	Region VII	Mandaue City
187	Mario A. Baya	Baya	Mario	A.	Region VII	Naga
188	Ruby Jean Estrellita M. Bidaure	Bidaure	Ruby Jean Estrellita	M.	Region VII	Negros Oriental
189	Mary Jean B. Calibo	Calibo	Mary Jean	B.	Region VII	Siquijor
190	Marife C. Rallos	Rallos	Marife	C.	Region VII	Tagbilaran City
191	Floramie R. Salva	Salva	Floramie	R.	Region VII	Tanjay City
192	Julius Cesar Gamallo	Gamallo	Julius Cesar	R.	Region VII	Talisay
193	Miangelle A. Lacson	Lacson	Miangelle	A.	Region VII	Toledo City
194	Ma. Laura Paglinawan	Paglinawan	Ma. Laura		Region VIII	Regional Office
195	Ernesto Froilan O. Omolon	Omolon	Ernesto Froilan	O.	Region VIII	Baybay City
196	Roy Basil G. Trinidad	Trinidad	Roy Basil	G.	Region VIII	Biliran
197	Glenda A. Catudio	Catudio	Glenda	A.	Region VIII	Borongan City
198					Region VIII	Calbayog
199	Arnaldo M. Albos	Albos	Arnaldo	M.	Region VIII	Catbalogan
200	Jenny C. Arago	Arago	Jenny	C.	Region VIII	Eastern Samar
201	Paz P. Barbosa	Barbosa	Paz	P.	Region VIII	Leyte
202	Glomera S. Lolo	Lolo	Glomera	S.	Region VIII	Maasin City
203	Romeo D. Mijares	Mijares	Romeo	D.	Region VIII	Northern Samar
204	Ana Leneica S. Calibo	Calibo	Ana Leneica	S.	Region VIII	Ormoc City
205	Jocelyn C. Morante	Morante	Jocelyn	C.	Region VIII	Samar
206	Jenelyn B. Intung	Intung	Jenelyn	B.	Region VIII	Southern Leyte
207	Jenneth S. Lagunzad	Lagunzad	Jenneth	S.	Region VIII	Tacloban City
208	Mashur L. Abubakar	Abubakar	Mashur	L.	Region IX	Regional Office
209	Enierose C. Tome	Tome	Enierose	C.	Region IX	Dapitan City
210	Deborah Mac L. Alejo	Alejo	Deborah Mac	L.	Region IX	Dipolog City
211	Adawiya D. Jalil	Jalil	Adawiya	D.	Region IX	Isabela City
212	Suzette C. Sarausa	Sarausa	Suzette	C.	Region IX	Pagadian City
213	Marnie J. Ampatin	Ampatin	Marnie	J.	Region IX	Zamboanga City
214	Jun Leonard U. Romarate	Romarate	Jun Leonard	U.	Region IX	Zamboanga Del Norte
215	Erwin V. Cabanlit	Cabanlit	Erwin	V.	Region IX	Zamboanga Del Sur
216	Rheza I. Nassala	Nassala	Rheza	I.	Region IX	Zamboanga Sibugay
217	Shelly B. Lim	Lim	Shelly	B.	Region X	Regional Office
218	Jovelyn C. Abacahin	Abacahin	Jovelyn	C.	Region X	Regional Office
219	Ma Cristeta V. Llaneza	Llaneza	Ma Cristeta	V.	Region X	Bukidnon
220	Ignacio Jr. A. Gabule	Gabule	Ignacio Jr.	A.	Region X	Cagayan De Oro City
221	Alfredo J. Ayuban	Ayuban	Alfredo	J.	Region X	Camiguin
222	Alan T. Saculingan	Saculingan	Alan	T.	Region X	El Salvador City
223	Santos I. Delima	Delima	Santos	I.	Region X	Gingoog City
224	Hasmen R. Maloloy-On	Maloloy-On	Hasmen	R.	Region X	Iligan City
225	Cherry Beth A. Gupit	Gupit	Cherry Beth	A.	Region X	Lanao Del Norte
226	Darvy C. Dagumol	Dagumol	Darvy	C.	Region X	Malaybalay City
227	Alberto Jr. C. Panto	Panto	Alberto Jr.	C.	Region X	Misamis Occidental
228	Eleonor P. Cruz	Cruz	Eleonor	P.	Region X	Misamis Oriental
229	Jemar O. Bolando	Bolando	Jemar	O.	Region X	Oroquieta City
230	Victorio C. Marigomen, Jr.	Marigomen, Jr.	Victorio	C.	Region X	Ozamiz City Division
231	Ronie E. Senarilos	Senarilos	Ronie	E.	Region X	Tangub City
232	Rocelyn L. Sagubay	Sagubay	Rocelyn	L.	Region X	Valencia City
233	Charles G. Saguibo	Saguibo	Charles	G.	Region XI	Regional Office
234	Zaldy Boy C. Nemenzo	Nemenzo	Zaldy Boy	C.	Region XI	Regional Office
235	Francisco P. Pancho	Pancho	Francisco	P.	Region XI	Davao City
236	Marion A. Espenoza	Espenoza	Marion	A.	Region XI	Davao De Oro
237	Aldrin S. Gevila	Gevila	Aldrin	S.	Region XI	Davao Del Norte
238	Romeo M. Yung	Yung	Romeo	M.	Region XI	Davao Del Sur
239	Leni G. Macarandas	Macarandas	Leni	G.	Region XI	Davao Occidental
240	Elizabeth D. Lorin	Lorin	Elizabeth	D.	Region XI	Davao Oriental
241	Heidi B. Escalona	Escalona	Heidi	B.	Region XI	Digos City
242	Donna D. Miguelles	Miguelles	Donna	D.	Region XI	Island Garden City Of Samal
243	Anthony B. Pagandahan	Pagandahan	Anthony	B.	Region XI	Mati City
244	Maya Flaminda G. Juanich	Juanich	Maya Flaminda	G.	Region XI	Panabo City
245					Region XI	Tagum City
246	Jose Leody C. Armada	Armada	Jose Leody	C.	Region XII	Regional Office
247	Stela A. Amba	Amba	Stela	A.	Region XII	Cotabato
248	Honey Veil F. Amantillo	Amantillo	Honey Veil	F.	Region XII	General Santos City
249	Grace S. Bolasa	Bolasa	Grace	S.	Region XII	Kidapawan City
250	Rebecca, Jr. C. Pamplona	Pamplona	Rebecca, Jr.	C.	Region XII	Koronadal City
251	Joanne Gay C. Alquiza	Alquiza	Joanne Gay	C.	Region XII	Sarangani
252	Ray O. Lloren	Lloren	Ray	O.	Region XII	South Cotabato
253	Melvin P. Fortuna	Fortuna	Melvin	P.	Region XII	Sultan Kudarat
254	Vivien O. Lima	Lima	Vivien	O.	Region XII	Tacurong City