



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



ANNEX A

**AUTHORITY TO TRAVEL**

CONTROL NO:

98

**REGION: VII**

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

<b>Date of Filing</b>	January 26, 2023
<b>NAME/Designation</b>	<b>Maria Lovelyn V. Mananquil, Esan Val T. Cabrera, Suzette S. Onde, Alexandria N. Ruperto</b>
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	Conduct health assessment to learners
<b>Activity Organized/ Sponsored By</b>	DepEd SDO Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	January 27, 2023- Matuog ES January 30, 2023- Tayasan NHS January 31, 2023- Iniban ES February 1, 2023- Ayungon CES
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Tayasan 1 and 2 Districts, Ayungon 2 District
<b>Expenses Covered</b>	Travel and incidental expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE
<b>Recommending Approval:</b>	<b>Approved by:</b>
<p><i>[Signature]</i>  <b>RACHEL B. PICARDAL, EdD</b>          SGOD, Education Chief Supervisor</p>	<p>By the Authority of the Schools Division          Superintendent</p> <p><i>[Signature]</i>  <b>MARCELO K. PALISPIS, EdD, JD</b>          OIC-ASSISTANT SCHOOLS DIVISION SUPERINTENDENT          Officer-in-Charge          1/27/23</p>
Date: <u>JAN 27 2023</u>	



**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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 SCHOOLS DIVISION OF NEGROS ORIENTAL



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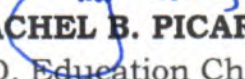
**REGION: VII**

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

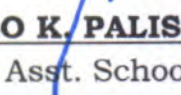
<b>Date of Filing</b>	January 26, 2023
<b>NAME/Designation</b>	<b>Ellen R. Mayagma</b>
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	Conduct health assessment to learners/BP and RBS taking of teaching and non-teaching personnel
<b>Activity Organized/ Sponsored By</b>	DepEd SDO Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	January 27, 2023- Bacong Central School
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Bacong District
<b>Expenses Covered</b>	Travel and incidental expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE

**Recommending Approval:**

**Approved by:**

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

By the Authority of the Schools Division  
 Superintendent

  
**MARCELO K. PALISPIS, JD. Ed.D.**  
 OIC- Asst. Schools Division  
 Superintendent  
 Office-in- Charge

Date: JAN 27 2023

Date: 1/27/23



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

<b>Date of Filing</b>	January 26, 2023
<b>NAME/Designation</b>	<b>Janette Ester I. Nuez</b>
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	Conduct health assessment to learners
<b>Activity Organized/ Sponsored By</b>	DepEd SDO Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	January 26, 2023- Balabag ES- Valencia District
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Valencia District
<b>Expenses Covered</b>	Travel and incidental expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE


**Recommending Approval:**

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

Date: JAN 26 2023

**Approved by:**

By the Authority of the Schools Division  
 Superintendent

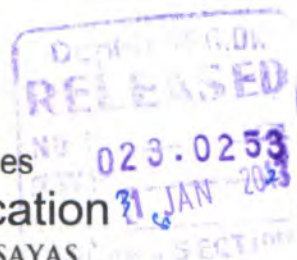
  
**MARCELO A. PALISPIS, EdD, JD**  
 OIC-ASSISTANT SCHOOLS DIVISION SUPERINTENDENT  
 Officer-in-Charge

Date: 1/27/23





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



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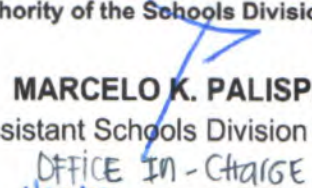
**AUTHORITY TO TRAVEL**

CONTROL NO:

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REGION:

BUREAU/DIVISION/SCHOOL:

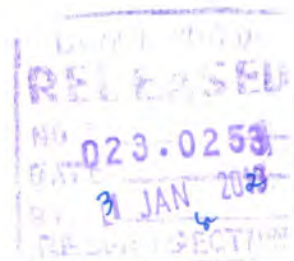
<b>Date of Filing</b>	January 27, 2023
<b>NAME</b>	SUZETTE S. ONDE , RN
<b>Position/Designation</b>	Nurse II
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	Conduct Physical Assessment Render health services to Teaching and Non-Teaching Personnel Monitor OKD Program Implementation
<b>Activity Organized/ Sponsored By</b>	DepEd, Division of Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	January 30, 2023 – Ayungon CES January 31, 2023 – Matuog ES February 1, 2023 – Tayasan NHS February 3, 2023 – Iniban ES
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Ayungon 2and Tayasan 1Districts
<b>Expenses Covered</b>	Travel and Incidental Expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE
<b>Recommending Approval:</b>	<b>Approved:</b>
 <b>RACHEL B. PICARDAL, Ed.D.</b> SGOD, Chief Education Supervisor Date: <u>JAN 27 2023</u>	By the Authority of the Schools Division Superintendent  <b>MARCELO K. PALISPIS, EdD. JD</b> Assistant Schools Division Superintendent OFFICE IN-CHARGE Date: <u>11/20/23</u>







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**Department of Education**  
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SCHOOLS DIVISION OF NEGROS ORIENTAL



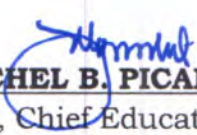
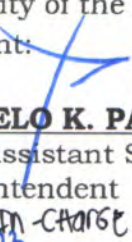
**AUTHORITY TO TRAVEL**

CONTROL NO:

98

**REGION: VII**

**BUREAU/DIVISION/SCHOOL: Division Of Negros Oriental**

<b>Date of Filing</b>	January 27, 2023
<b>NAME</b>	<b>Blanche V. Dela Torre, RN</b>
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	Health Assessment and monitor OK sa DepED Health Programs.
<b>Activity Organized/ Sponsored By</b>	DepEd, Division of Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	January 30-31, 2023- Tara ES, Mabinay 2
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Mabinay District II
<b>Expenses Covered</b>	Travel and Incidental Expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE
<b>Recommending Approval:</b>   <b>RACHEL B. PICARDAL EdD</b> SGOD, Chief Education Supervisor  Date: <u>JAN 27 2023</u>	<b>Approved:</b> By the authority of the Schools Division Superintendent:   <b>MARCELO K. PALISPIS, JD, EdD</b> OIC - Assistant Schools Division Superintendent OFFICE IN CHARGE Date: <u>17 JAN 2023</u>





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**Department of Education**  
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SCHOOLS DIVISION OF NEGROS ORIENTAL



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REGION:

BUREAU/DIVISION/SCHOOL:

Date of Filing	January 27, 2023
NAME	<b>Mary Ruth C. Gloria, Mark Anthony A. Pajuelas, Gueia N. Samson</b>
Position/Designation	Nurse II
Permanent Station	<b>Division Office</b>
Purpose of Travel	Health assessment to learners and school personnel
Activity Organized/ Sponsored By	DepEd, Division of Negros Oriental
Period Covered (Inclusive of Travel Time)	January 30-31, 2023 - PIO MACAHIG MES
Please Check	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
Venue/Destination	Siaton 4
Expenses Covered	Travel and incidental Expenses (subject to usual accounting and auditing rules and regulations)
Fund Source (Pap Code/...)	Division MOOE

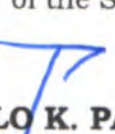
Recommending Approval:

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

Date: JAN 27 2023

Approved:

By the Authority of the Schools Division  
Superintendent

  
**MARCELO K. PALISPIS, JDEd.D**  
OIC- Asst. Schools Division Superintendent  
Office-In- Charge

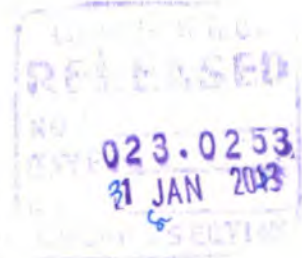
Date: 1/27/23







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SCHOOLS DIVISION OF NEGROS ORIENTAL



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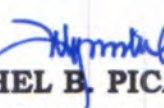
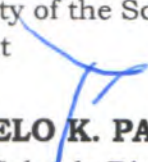
**AUTHORITY TO TRAVEL**

CONTROL NO:

98

**REGION:**

**BUREAU/DIVISION/SCHOOL:**

<b>Date of Filing</b>	January 27, 2023
<b>NAME</b>	<b>Elizabeth S. Quirit, Myrna Roy V. Bajar</b>
<b>Position/Designation</b>	Nurse II
<b>Permanent Station</b>	<b>Division Office</b>
<b>Purpose of Travel</b>	Health assessment to learners and school personnel
<b>Activity Organized/ Sponsored By</b>	DepEd, Division of Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	January 30-31, 2023- Tapon Norte Elem. School
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	San Jose District
<b>Expenses Covered</b>	Travel and incidental Expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE
<b>Recommending Approval:</b>   <b>RACHEL B. PICARDAL, EdD</b> SGOD, Chief Education Supervisor  Date: <u>JAN 27 2023</u>	<b>Approved:</b> By the Authority of the Schools Division Superintendent   <b>MARCELO K. PALISPIS, JEd.D</b> OIC- Asst. Schools Division Superintendent Office-In- Charge  Date: <u>1/27/23</u>





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 SCHOOLS DIVISION OF NEGROS ORIENTAL


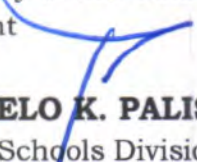


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**AUTHORITY TO TRAVEL**

CONTROL NO:  
 98

REGION:  
 BUREAU/DIVISION/SCHOOL:

<b>Date of Filing</b>	January 27, 2023
<b>NAME</b>	<b>Gueia N. Samson</b>
<b>Position/Designation</b>	Nurse II
<b>Permanent Station</b>	<b>Division Office</b>
<b>Purpose of Travel</b>	Health assessment to learners and school personnel
<b>Activity Organized/ Sponsored By</b>	DepEd, Division of Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	February 1-2, 2023-Manalongon NNLCS    February 15-16, 2023-Pio Macahig MES February 6, 2023- Caranoche CES        February 20-21, 2023- AMRCES February 7, 2023- Santa CES              February 22-23, 2023- Manggolod ES February 8, 2023- AMRCS                  February 27-28, 2023- Fatima ES February 9, 2023 MNNLCS February 13-14, 2023-Cbanganhan ES
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Sta Catalina Districs 1,2,3 and4 , Siaton 4
<b>Expenses Covered</b>	Travel and incidental Expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE
<b>Recommending Approval:</b>	<b>Approved:</b>
 <b>RACHEL B. PICARDAL, EdD</b> SGOD, Chief Education Supervisor  Date: <u>JAN 27 2023</u>	By the Authority of the Schools Division Superintendent   <b>MARCELO K. PALISPIS, JEd.D</b> OIC- Asst.Schools Division Superintendent Office-In- Charge  Date: <u>1/27/23</u>



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City  
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**Department of Education**  
REGION VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

**ITINERARY OF TRAVEL**

For the month of February 2023

**OBJECTIVES:**

1. To monitor COVID 19 Protocol compliance in District Offices and in schools.
2. To take blood pressure and blood sugar monitoring to teaching and non-teaching personnel in Division Office, District Office and in schools while maintaining the COVID 19 Protocol compliance.
3. To attend scheduled meeting in the Division Office and in schools.
4. To render health education to all teaching and non-teaching personnel in the Division Office, District Offices and in schools related to healthy living and COVID 19 safety protocols.
5. To evaluate District Offices and school visit as a whole.
6. To conduct physical assessment to learners.

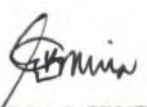
**SCHEDULE OF ACTIVITIES:**

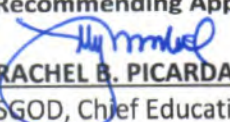
**Note: (This schedule is subject to change when deemed necessary.)**

- |                       |                          |
|-----------------------|--------------------------|
| 1- Manabongon CES     | 16- Pio Macanig MES      |
| 2- Manabongon CES     | 17- Division Office      |
| 3- Division Office    | 18- Saturday             |
| 4- Saturday           | 19- Sunday               |
| 5- Sunday             | 20- Ambrosio Ramirez CES |
| 6- Caranoché CES      | 21- Ambrosio Ramirez CES |
| 7- Santa Catalina CES | 22- Manggobod ES         |
| 8- AMR CES            | 23- Manggobod ES         |
| 9- Manabongon CES     | 24- Division Office      |
| 10- Division          | 25- Saturday             |
| 11- Saturday          | 26- Sunday               |
| 12- Sunday            | 27- Fatima ES            |
| 13- Cabangahan ES     | 28- Fatima ES            |
| 14- Cabangahan ES     |                          |
| 15- Pio Macanig MES   |                          |

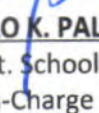
Submitted by:

  
**GUEIA N. SAMSON, RN**  
Nurse II

Concurred: For:   
**DR. KARINA LOUISE DE LA CRUZ**  
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, JEd.D**  
OIC- Asst. Schools Division Superintendent  
Office-In-Charge 1/20/23



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 SCHOOLS DIVISION OF NEGROS ORIENTAL



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CONTROL NO:  98
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**REGION:**

**BUREAU/DIVISION/SCHOOL:**

<b>Date of Filing</b>	January 27, 2023
<b>NAME</b>	<b>Elizabeth S. Quirit, Myrna Roy V. Bajar</b>
<b>Position/Designation</b>	Nurse II
<b>Permanent Station</b>	<b>Division Office</b>
<b>Purpose of Travel</b>	Health assessment to learners and school personnel
<b>Activity Organized/ Sponsored By</b>	DepEd, Division of Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	February 1-2, 2023-Maslog ES
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Sibulan 1
<b>Expenses Covered</b>	Travel and incidental Expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE

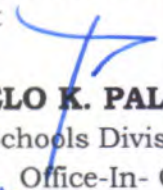
**Recommending Approval:**

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

Date: JAN 27 2023

**Approved:**

By the Authority of the Schools Division Superintendent

  
**MARCELO K. PALISPIS, JEd.D**  
 OIC- Asst. Schools Division Superintendent  
 Office-In- Charge

Date: 1/20/23



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**REGION:**

**BUREAU/DIVISION/SCHOOL:**

<b>Date of Filing</b>	January 27, 2023
<b>NAME</b>	<b>Elizabeth S. Quirit</b>
<b>Position/Designation</b>	Nurse II
<b>Permanent Station</b>	<b>Division Office</b>
<b>Purpose of Travel</b>	Health assessment to learners and school personnel
<b>Activity Organized/ Sponsored By</b>	DepEd, Division of Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	February 7-9, 2023-Sibulan CES
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Sibulan 1
<b>Expenses Covered</b>	Travel and incidental Expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE
<b>Recommending Approval:</b>	<b>Approved:</b>
 <b>RACHEL B. PICARDAL, EdD</b> SGOD, Chief Education Supervisor  Date: <u>JAN 27 2023</u>	By the Authority of the Schools Division Superintendent   <b>MARCELO K. PALISPIS, JDEd.D</b> OIC- Asst.Schools Division Superintendent Office-In- Charge  Date: <u>1/27/23</u>



**Address:** Kagawasan Avenue, Capitol Area, Daro, Dumaguete City  
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**Department of Education**  
REGION VII - CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

**ITINERARY OF TRAVEL**

For the month of February 2023

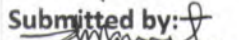
**OBJECTIVES:**


1. To monitor COVID 19 Protocol compliance in District Offices and in schools.
2. To take blood pressure and blood sugar monitoring to teaching and non-teaching personnel in Division Office, District Office and in schools while maintaining the COVID 19 Protocol compliance.
3. To attend scheduled meeting in the Division Office and in schools.
4. To render health education to all teaching and non-teaching personnel in the Division Office, District Offices and in schools related to healthy living and COVID 19 safety protocols.
5. To evaluate District Offices and school visit as a whole.
6. To conduct physical assessment to learners.


**SCHEDULE OF ACTIVITIES:**

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

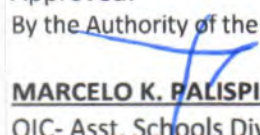
- |                             |                            |
|-----------------------------|----------------------------|
| 1- Maslog Elem. School      | 16- Tubtuban Elem. School  |
| 2- Maslog Elem. School      | 17- Division OFFICE        |
| 3- CTO                      | 18- Sat.                   |
| 4- Sat.                     | 19- Sun.                   |
| 5- Sun.                     | 20- Tubtuban Elem. School  |
| 6- CTO                      | 21- Agan-an Elem. School   |
| 7- Sibulan Central School   | 22- Tubigon Elem. School   |
| 8- Sibulan Central School   | 23- Tubigon Elem. School   |
| 9- Sibulan Central School   | 24- DIVISION OFFICE        |
| 10- DIVISION OFFICE         | 25- Sat.                   |
| 11- Sat.                    | 26- Sun.                   |
| 12- Sun.                    | 27- Sibulan Central School |
| 13- Calabnugan Elem. School | 28- DIVISION OFFICE        |
| 14- Calabnugan Elem. School |                            |
| 15- Magatas Elem. School    |                            |

Submitted by:  
  
**ELIZABETH S. QUIRIT**  
Nurse II

Concurred:  
For:   
**DR. KARINA LOUISE DE LA CRUZ**  
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, JDEd.D**  
OIC- Asst. Schools Division Superintendent  
Office-In-Charge 11/20/23



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**  
 REGION VII – CENTRAL VISAYAS  
 SCHOOLS DIVISION OF NEGROS ORIENTAL



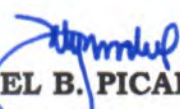

ANNEX A

**AUTHORITY TO TRAVEL**

CONTROL NO:  98
-----------------------

**REGION:**

**BUREAU/DIVISION/SCHOOL:**

<b>Date of Filing</b>	January 27, 2023
<b>NAME</b>	<b>Mark Anthony A. Pajuelas, RN</b>
<b>Position/Designation</b>	Nurse II
<b>Permanent Station</b>	<b>Division Office</b>
<b>Purpose of Travel</b>	Health assessment to learners and school personnel
<b>Activity Organized/ Sponsored By</b>	DepEd, Division of Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	February 1, 2023- Manalongon>NNLCS February 2, 2023- Manalongon>NNLCS
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	San Jose District
<b>Expenses Covered</b>	Travel and incidental Expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE
<b>Recommending Approval:</b>	<b>Approved:</b>
 <b>RACHEL B. PICARDAL, EdD</b> SGOD, Chief Education Supervisor  Date: <u>JAN 27 2023</u>	By the Authority of the Schools Division Superintendent   <b>MARCELO K. PALISPIS, JDEd.D</b> OIC- Asst. Schools Division Superintendent Office-In- Charge  Date: <u>1/27/23</u>



**Address:** Kagawasan Avenue, Capitol Area, Daro, Dumaguete City  
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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 February 2023

**OBJECTIVES:**

1. To monitor COVID 19 Protocol compliance in District Offices and in schools.
2. To take blood pressure and blood sugar monitoring to teaching and non-teaching personnel in Division Office, District Office and in schools while maintaining the COVID 19 Protocol compliance.
3. To attend scheduled meeting in the Division Office and in schools.
4. To render health education to all teaching and non-teaching personnel in the Division Office, District Offices and in schools related to healthy living and COVID 19 safety protocols.
5. To evaluate District Offices and school visit as a whole.
6. To conduct physical assessment to learners.

**SCHEDULE OF ACTIVITIES:**

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

- |                      |                      |
|----------------------|----------------------|
| 1- Mandulongon NNLCs | 16- Div Macabing MES |
| 2- Mandulongon NNLCs | 17- Division Office  |
| 3- Division office   | 18- (circled)        |
| 4- (circled)         | 19- (circled)        |
| 5- (circled)         | 20- AMPCES           |
| 6- Caranochi CES     | 21- AMPCES           |
| 7- Santa CES         | 22- Manggobad ES     |
| 8- AMPCS             | 23- Manggobad ES     |
| 9- NNLCs             | 24- Division office  |
| 10- Division office  | 25- (circled)        |
| 11- (circled)        | 26- (circled)        |
| 12- (circled)        | 27- Leave            |
| 13- Cabangahan ES    | 28- Patina ES        |
| 14- Cabangahan ES    |                      |
| 15- Div Macabing MES |                      |

**Submitted by:**

**MARK ANTHONY A. PAJUELAS**  
 Nurse II

Concurred: For:   
**DR. KARINA LOUISE DE LA CRUZ**  
 Medical Officer III

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

Approved:  
 By the Authority of the Schools Division Superintendent

**MARCELO K. PALISPIS, JEd.D**  
 OIC- Asst. Schools Division Superintendent  
 Office-In-Charge 1/20/23



**Address:** Kagawasan Avenue, Capitol Area, Daro, Dumaguete City  
**Telephone Nos.:** (035)225-2838 / 225-2376 / 422-7644  
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Republic of the Philippines  
**Department of Education**  
 REGION VII – CENTRAL VISAYAS  
 SCHOOLS DIVISION OF NEGROS ORIENTAL



ANNEX A

**AUTHORITY TO TRAVEL**

CONTROL NO:

98

**REGION:**

**BUREAU/DIVISION/SCHOOL:**

<b>Date of Filing</b>	January 27, 2023
<b>NAME</b>	<b>Mary Ruth C. Gloria</b>
<b>Position/Designation</b>	Nurse II
<b>Permanent Station</b>	<b>Division Office</b>
<b>Purpose of Travel</b>	Health assessment to learners and school personnel
<b>Activity Organized/ Sponsored By</b>	DepEd, Division of Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	February 1-2, 2023- Manalongon NNLCs February 6, 2023- Caranoche CES February 7, 2023- Santa CES February 8, 2023- AMRCS February 9, 2023 MNNLCS
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Sta Catalina Districts 1,2,3 and 4
<b>Expenses Covered</b>	Travel and incidental Expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE
<b>Recommending Approval:</b>	<b>Approved:</b>
<p><i>[Signature]</i>  <b>RACHEL B. PICARDAL, EdD</b>          SGOD, Chief Education Supervisor</p> <p>Date: <u>JAN 27 2023</u></p>	<p>By the Authority of the Schools Division Superintendent</p> <p><i>[Signature]</i>  <b>MARCELO K. PALISPIS, JEd.D</b>          OIC- Asst. Schools Division Superintendent          Office-In-Charge</p> <p>Date: <u>1/27/23</u></p>



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City  
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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 February 2023

**OBJECTIVES:**

1. To monitor COVID 19 Protocol compliance in District Offices and in schools.
2. To take blood pressure and blood sugar monitoring to teaching and non-teaching personnel in Division Office, District Office and in schools while maintaining the COVID 19 Protocol compliance.
3. To attend scheduled meeting in the Division Office and in schools.
4. To render health education to all teaching and non-teaching personnel in the Division Office, District Offices and in schools related to healthy living and COVID 19 safety protocols.
5. To evaluate District Offices and school visit as a whole.
6. To conduct physical assessment to learners.

**SCHEDULE OF ACTIVITIES:**

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

- |                     |                     |
|---------------------|---------------------|
| 1- MARLES           | 16- PIO MACAHIG MES |
| 2- MARLES           | 17- DIVISION OFFICE |
| 3- DIVISION OFFICE  | 18- SATURDAY        |
| 4- SATURDAY         | 19- SUNDAY          |
| 5- SUNDAY           | 20- AMRCS           |
| 6- CARANOCHE CES    | 21- AMRCS           |
| 7- SANTA CES        | 22- MARGOLOD ES     |
| 8- AMRCS            | 23- MARGOLOD ES     |
| 9- MANTRONON CES    | 24- DIVISION OFFICE |
| 10- DIVISION OFFICE | 25- SATURDAY        |
| 11- SATURDAY        | 26- SUNDAY          |
| 12- SUNDAY          | 27- FATIMA ES       |
| 13- SFES            | 28- FATIMA ES       |
| 14- SFES            |                     |
| 15- PIO MACAHIG MES |                     |

Submitted by:  
MARY RUTH C. GLORIA  
Nurse II

Concurred:  
DR. KARINA LOUISE DE LA CRUZ  
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, JEd.D  
OIC- Asst. Schools Division Superintendent  
Office-In-Charge 1/20/23



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**  
REGION VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

**ITINERARY OF TRAVEL**  
For the month of February 2023

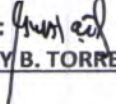
**OBJECTIVES:**

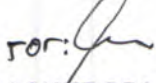
1. To monitor COVID 19 Protocol compliance in District Offices and in schools.
2. To take blood pressure and blood sugar monitoring to teaching and non-teaching personnel in Division Office, District Office and in schools while maintaining the COVID 19 Protocol compliance.
3. To attend scheduled meeting in the Division Office and in schools.
4. To render health education to all teaching and non-teaching personnel in the Division Office, District Offices and in schools related to healthy living and COVID 19 safety protocols.
5. To evaluate District Offices and school visit as a whole.
6. To conduct physical assessment to learners.

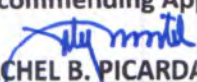
**SCHEDULE OF ACTIVITIES:**

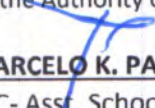
Note: (This schedule is subject to change when deemed necessary.)

- |                     |                     |
|---------------------|---------------------|
| 1- DIVISION OFFICE  | 16- DIVISION OFFICE |
| 2- DIVISION OFFICE  | 17- DIVISION OFFICE |
| 3- DIVISION OFFICE  | 18- SATURDAY        |
| 4- SATURDAY         | 19- SUNDAY          |
| 5- SUNDAY           | 20- DIVISION OFFICE |
| 6- DIVISION OFFICE  | 21- DIVISION OFFICE |
| 7- DIVISION OFFICE  | 22- DIVISION OFFICE |
| 8- DIVISION OFFICE  | 23- DIVISION OFFICE |
| 9- DIVISION OFFICE  | 24- DIVISION OFFICE |
| 10- DIVISION OFFICE | 25- SATURDAY        |
| 11- SATURDAY        | 26- SUNDAY          |
| 12- SUNDAY          | 27- DIVISION OFFICE |
| 13- DIVISION OFFICE | 28- DIVISION OFFICE |
| 14- DIVISION OFFICE |                     |
| 15- DIVISION OFFICE |                     |

Submitted by:   
GWYNNE STACY B. TORRES  
Nurse II

Concurred:   
DR. KARINA LOUISE DE LA CRUZ  
Medical Officer III

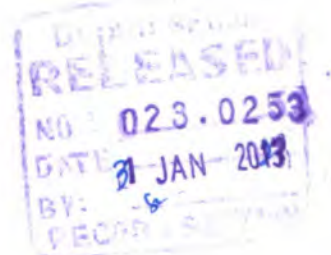
Recommending Approval:  
  
RACHEL B. PICARDAL, Ed.D.  
SGOD, Chief Education Supervisor

Approved:  
By the Authority of the Schools Division Superintendent  
  
MARCELO K. PALISPIS, JEd.D  
OIC- Asst. Schools Division Superintendent  
Office-In-Charge 1/20/23





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



**AUTHORITY TO TRAVEL**

CONTROL NO:

98

REGION: VII

BUREAU/DIVISION/SCHOOL: Division Of Negros Oriental

Date of Filing

January 30, 2023

NAME

Janet L. Gaddi, Deanne Beth Q. Manaban, Farrenn Leigh Y. Hababag –Nurse II

Permanent Station

Division Office

Purpose of Travel

Render health care services to teaching and non-teaching personnel  
Monitor wash in school implementation. Monitoring of OK sa DepEd program implementation

Activity Organized/  
Sponsored By

DepEd, Division of Negros Oriental

Period Covered  
(Inclusive of Travel  
Time)

January 31, 2023 – Paciente Ceasar High School

Please Check

Official Business  Official Time

Venue/Destination

Siaton 1 District

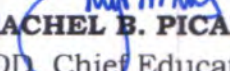
Expenses Covered

Travel and Incidental Expenses  
(subject to usual accounting and auditing rules and regulations)

Fund Source  
(Pap Code/...)

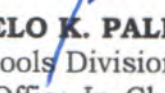
Division MOOE

Recommending Approval:

  
RACHEL B. PICARDAL EdD  
SGOD, Chief Education Supervisor

Date: JAN 30 2023

By the authority of the Schools  
Division Superintendent

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

Date: 1/30/23







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





**AUTHORITY TO TRAVEL**

CONTROL NO:

98

**REGION: VII**  
**BUREAU/DIVISION/SCHOOL: Negros Oriental**

<b>Date of Filing</b>	January 27, 2023
<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>	Render Health Services to T & NT Personnel; monitor OK sa DepEd programs
<b>Activity Organized/ Sponsored By</b>	DepEd Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	January 31, 2023- Ayungon Science HS
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Ayungon District 1
<b>Expenses Covered</b>	(subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE
<b>Recommending Approval:</b>   <b>RACHEL B. PICARDAL EdD</b> SGOD, Chief Education Supervisor  Date: <u>JAN 30 2023</u>	<b>Approved:</b>   <b>MARCELO K. PALISPIS, JDEd.D</b> OIC- Asst. Schools Division Superintendent Office -In-Charge  Date: <u>1/30/23</u>





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


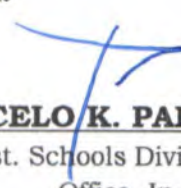
RELEASED  
NO. 023.0253  
DATE 31 JAN 2023  
BY [Signature]

**AUTHORITY TO TRAVEL**

CONTROL NO:

98

**REGION: VII**  
**BUREAU/DIVISION/SCHOOL: Negros Oriental**

<b>Date of Filing</b>	January 27, 2023
<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>	Render Health Services to T & NT Personnel; monitor OK sa DepEd programs
<b>Activity Organized/ Sponsored By</b>	DepEd Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	February 1, 2023- Ayungon Science HS February 2, 2023- Ayungon District 2 office
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Ayungon District 1
<b>Expenses Covered</b>	(subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE
<b>Recommending Approval:</b>   <b>RACHEL E. PICARDAL EdD</b> SGOD, Chief Education Supervisor  Date: <u>JAN 30 2023</u>	<b>Approved:</b>   <b>MARCELO K. PALISPIS, JDEd.D</b> OIC- Asst. Schools Division Superintendent Office -In-Charge  Date: <u>1/30/23</u>







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

**ITINERARY OF TRAVEL**  
For the month of **February 2023**

**OBJECTIVES:**

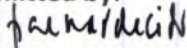
1. To monitor COVID 19 Protocol compliance in District Offices and in schools.
2. To take blood pressure and blood sugar monitoring to teaching and non-teaching personnel in Division Office, District Office and in schools while maintaining the COVID 19 Protocol compliance.
3. To attend scheduled meeting in the Division Office and in schools.
4. To render health education to all teaching and non-teaching personnel in the Division Office, District Offices and in schools related to healthy living and COVID 19 safety protocols.
5. To evaluate District Offices and school visit as a whole.
6. To conduct physical assessment to learners.

**SCHEDULE OF ACTIVITIES:**

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

- |                       |                        |
|-----------------------|------------------------|
| 1- ASHS               | 16- ANHS               |
| 2- Ayungon District 1 | 17- Dinsim Office      |
| 3- Dinsim Office      | 18- SAT                |
| 4- SAT                | 19- Sun                |
| 5- Sun                | 20- Mabato H.S.        |
| 6- Ayungon District 1 | 21- Mabato H.S.        |
| 7- Ayungon District 2 | 22- Tambi H.S.         |
| 8- Ayungon District 1 | 23- Tambi H.S.         |
| 9- Manayon District 1 | 24- Dinsim Office      |
| 10- Dinsim Office     | 25- SAT                |
| 11- SAT               | 26- Sun                |
| 12- Sun               | 27- Ayungon District 2 |
| 13- PANCIAO H.S.      | 28- ANHS               |
| 14- KAUSWAGAN H.S.    |                        |
| 15- SAMPINTON H.S.    |                        |


Submitted by:

  
**ROSALIE A. ENARDECIDO**  
Nurse II

Concurred: FOR: 

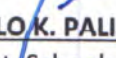
**DR. KARINA LOUISE DE LA CRUZ**  
Medical Officer III

Recommending Approval:

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

Approved:

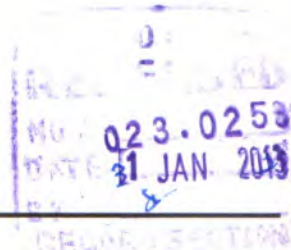
By the Authority of the Schools Division Superintendent

  
**MARCELO K. PALISPIS, JEd.D**  
OIC- Asst. Schools Division Superintendent  
Office-In-Charge





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



**AUTHORITY TO TRAVEL**

CONTROL NO:

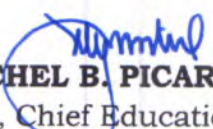
98

**REGION: VII**

**BUREAU/DIVISION/SCHOOL: Division Of Negros Oriental**

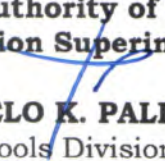
<b>Date of Filing</b>	January 30, 2023
<b>NAME</b>	<b>Deanne Beth Quirit-Manaban, Nurse II</b>
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	Render health care services to teaching and non-teaching personnel Monitor wash in school implementation. Monitoring of OK sa DepEd program implementation
<b>Activity Organized/ Sponsored By</b>	DepEd, Division of Negros Oriental
<b>Period Covered (Inclusive of Travel Time)</b>	February 1, 2023 – Kabangkalan ES February 2-3, 2023 – Salingkubong ES
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Siaton 1 District
<b>Expenses Covered</b>	Travel and Incidental Expenses (subject to usual accounting and auditing rules and regulations)
<b>Fund Source (Pap Code/...)</b>	Division MOOE

**Recommending Approval:**

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

Date: JAN 30 2023

**By the authority of the Schools  
Division Superintendent**

  
**MARCELO K. PALISPIS EdD, JD**  
Assistant Schools Division Superintendent  
Office-In-Charge

Date: 1/30/23



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**  
REGION VII - CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

**ITINERARY OF TRAVEL**  
**For the month of FEBRUARY 2023**

**OBJECTIVES:**

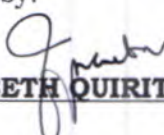
1. Monitor the implementation of the OK sa DepEd flagship programs: *School-Based Feeding Program, Adolescent Reproductive Health Program, National Drug Education program, School Mental Health, and WINS*;
2. Provide nursing services (e.g. blood pressure, blood sugar, health assessment, deworming, etc.)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

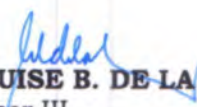
1. Kabangkalan ES	9. Giligaon HS	19. Sunday	27. Division Office
2. Salingkubong ES	10. Siaton IV District	20. Division Office	28. Ramon Ponce de Leon ES
3. Salingkubong ES	11. Saturday	21. Albiga ES	
4. Saturday	12. Sunday	22. Albiga ES	
5. Sunday	13. Division Office	23. Ramon Ponce de Leon ES	
6. Division Office	14. Bonbonon ES	24. Ramon Ponce de Leon ES	
7. Maria Macahig MHS	15. Bonbonon ES	25. Saturday	
8. Aurelia Mecerido MHS	16. Palayuhan ES	26. Sunday	
	17. Palayuhan ES		
	18. Saturday		

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


Submitted by:

  
**DEANNE BETH QUIRIT-MANABAN, RN**  
Nurse II

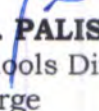
Concurred:

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

Recommending Approval:

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

Approved by:  
By the Authority of the Schools Division Superintendent

  
**MARCELO K. PALISPIS EdD, JD**  
Assistant Schools Division Superintendent  
Office-In-Charge 1/20/23

