



No.: 0013

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

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

RELEASED  
NO: 024.0041  
DATE: 05 JAN 2024  
BY: [Signature]  
RECORD SECTION

|  |   |
|--|---|
| <b>Name</b>  | <b>JOSEPH R. GEMINA, PDO II - DRRM</b>  |
| <b>Position/ Designation</b>                                   | Project Development Officer II - DRRM   |
| <b>Permanent Station</b>                                       | Division Office   |
| <b>Purpose of Travel</b><br>(must be supported by attachments) | <ul style="list-style-type: none"> <li>• Conduct an ocular inspection of schools affected by strong winds and TD Kabayan</li> <li>• Monitor and evaluate the progress of the implementation of DRRM and CCAM programs, projects, and activities.</li> <li>• Monitor the construction of Temporary Learning Spaces (TLS)</li> <li>• Give technical assistance to schools with DRRM-related CIGPs in DMEA</li> <li>• Give technical assistance to schools' request for TLS</li> </ul> |
| <b>Host of Activity</b>  | SGOD - DRRM   |
| <b>Inclusive Dates</b>   | January 5, 10-12, 2024  |
| <b>Destination</b>   | See the attached list of schools to be visited.   |
| <b>Fund Source</b>   | DRRM Funds  |

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

**JOSEPH R. GEMINA**  
Project Development Officer II - DRRM

**December 4, 2024**

Name and Signature of Requesting Employee

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 the purpose stated herein.

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

1/4/24

Name and Signature of Recommending Authority

Date

**MARCELO K. PALISPIS, EdD, JD**  
OFF. ASSISTANT SCHOOLS DIVISION SUPERINTENDENT



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

**LIST OF SCHOOLS TO BE VISITED**

A. Schools Affected by TD Kabayan

| No.                        | School ID | School Name                       | No. of TLS Needed |
|----------------------------|-----------|-----------------------------------|-------------------|
| 1                          | 120474    | Palayuhan ES                      | 3                 |
| 2                          | 120496    | Sibulan Central Elementary School | 1                 |
| 3                          | 120352    | Cansal-ing Elementary School      | 1                 |
| <b>Total TLS Requested</b> |           |                                   | <b>5</b>          |

B. Schools Affected by Past Disasters and Calamities

| No.                        | School ID | School Name                 | No. of TLS Needed |
|----------------------------|-----------|-----------------------------|-------------------|
| 1                          | 305716    | Kaladias High School        | 5                 |
| 2                          | 120400    | Salvacion Elementary School | 1                 |
| 4                          | 120183    | Malaga Elementary School    | 2                 |
| 5                          | 120365    | Luyang ES                   | 2                 |
| <b>Total TLS Requested</b> |           |                             | <b>10</b>         |

C. Schools Lack of Classrooms due to Condemnation and for Demolition

| No.                        | School ID | School Name                 | No. of TLS Needed |
|----------------------------|-----------|-----------------------------|-------------------|
| 1                          | 120499    | Tubtubon Elementary School  | 2                 |
| 2                          | 312969    | Mainit High School          | 2                 |
| 3                          | 303251    | Manjuyod Senior High School | 2                 |
| 4                          | 306250    | Malaga High School          | 2                 |
| <b>Total TLS Requested</b> |           |                             | <b>8</b>          |

| No. | School ID | School Name                              |
|-----|-----------|--|
| 1   | 120314    | Big-a ES                                 |
| 2   | 120317    | Eli ES                                   |
| 3   | 303278    | Crisostomo O. Retes National High School |
| 4   | 120474    | Palayuhan ES                             |
| 5   | 120539    | San Isidro Elementary School             |
| 6   | 120602    | Tambulan Elementary School               |
| 7   | 120374    | Pedro Gobuyan, Sr. MES (Mayaposi ES)     |