



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

RELEASED  
NO.: 024.0042  
DATE 05 JAN 2024  
BY: 6  
RECORD SECTION

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

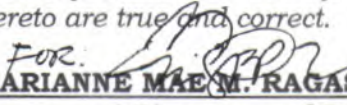
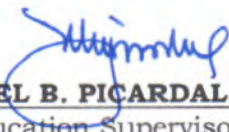
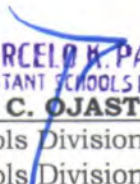
<b>Name</b>	<b>MARIA NEHMIA Y. BESARIO</b>
<b>Position/ Designation</b>	Nurse II
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b> (must be supported by attachments)	To conduct health assessment to athletes and to serve as medic on District Meet of Mabinay 4
<b>Host of Activity</b>	SDO Negros Oriental
<b>Inclusive Dates</b>	January 5, 2024 - Abis CS
<b>Destination</b>	Mabinay 4
<b>Fund Source</b>	Division MOOE
<p><i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i></p> <p style="text-align: center;"><i>Maria Nehmia Y. Besario</i> <b>MARIA NEHMIA Y. BESARIO, RN</b> Name and Signature of Requesting Employee</p> <p style="text-align: right;">January 4, 2024 Date</p>	
<p><i>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.</i></p> <p style="text-align: center;"><i>Rachel B. Picardal</i> <b>RACHEL B. PICARDAL EdD</b> Chief, Education Supervisor SGOD Name and Signature of Recommending Authority</p> <p style="text-align: right;">JAN 04 2024 Date</p>	
<p>Approved:</p> <p style="text-align: center;"><i>Marcelo K. Palispis</i> <b>MARCELO K. PALISPIS, EdD, JD</b> VIC-ASSISTANT SCHOOLS DIVISION SUPERINTENDENT <b>NERI C. OJASTRO CESO V</b> Schools Division Superintendent Name and Signature of Approving Authority</p> <p style="text-align: right;">05 JAN 2024 Date</p>	



Republic of the Philippines  
Department of Education  
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**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

RELEASED  
NO.: 024.0042  
DATE: 05 JAN 2024  
CR  
RECORD SECTION

<b>Name</b>	<b>MARIANNE MAE M. RAGAS, RN ANNALEE CELIS, RN</b>	
<b>Position/ Designation</b>	Nurse II	
<b>Permanent Station</b>	Division Office	
<b>Purpose of Travel</b> (must be supported by attachments)	Render health services to athletes and coaches	
<b>Host of Activity</b>	Division Office	
<b>Inclusive Dates</b>	January 4, 2024	
<b>Destination</b>	Mabinay District III	
<b>Fund Source</b>	MOOE	
<p><i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i></p> <p>For:  <b>MARIANNE MAE M. RAGAS, RN</b> Name and Signature of Requesting Employee</p> <p style="text-align: right;">JANUARY 4, 2024 Date</p>		
<p><i>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.</i></p> <p style="text-align: center;"> <b>RACHEL B. PICARDAL, EdD</b> Chief, Education Supervisor SGOD Name and Signature of Recommending Authority</p> <p style="text-align: right;">JAN 4 2024 Date</p>		
<p>Approved by:</p> <p style="text-align: center;"> <b>MARCELO K. PALISPIS, EdD, JD</b> VIC-ASSISTANT SCHOOLS DIVISION SUPERINTENDENT <b>NERI C. OJASTRO CESO V</b> Schools Division Superintendent Schools Division of Negros Oriental</p> <p style="text-align: right;">05 JAN 2024 Date</p>		



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

RELEASE  
 NO.: 24-0042  
 DATE: 5 JAN 2024  
 BY: C  
 RECORD SECTION

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>MARK ANTHONY A. PAJUELAS, RN</b>
<b>Position/ Designation</b>	Nurse II
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b> (must be supported by attachments)	Render health services to teaching and non-teaching services. Health assessment to students. Clinic duty.
<b>Host of Activity</b>	Division Office
<b>Inclusive Dates</b>	January 2, 2024 – Sta. CES Clinic January 3, 2024 – Caranoche CES January 4, 2024 - Caranoche CES
<b>Destination</b>	Bindoy District II
<b>Fund Source</b>	MOOE

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

**MARK ANTHONY A. PAJUELAS, RN**  
 Name and Signature of Requesting Employee

December 27, 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**  
 Chief, Education Supervisor SGOD  
 Name and Signature of Recommending Authority

JAN 04 2024  
 Date

Approved by:

**MARCELO N. PALISPIS, EdD, JD**  
 DEPUTY ASSISTANT SCHOOLS DIVISION SUPERINTENDENT  
**NERI C. OJASTRO EdD, CESO V**  
 Schools Division Superintendent  
 Schools Division of Negros Oriental

05 JAN 2024  
 Date



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

**ITINERARY OF TRAVEL**

For the month of **JANUARY 2024**

**OBJECTIVES:**

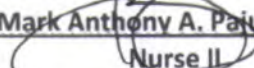
1. To monitor COVID 19 Protocol compliance in District Offices and in schools.
2. To take blood pressure and blood sugar monitoring to teaching and non-teaching personnel in Division Office, District Office and in schools while maintaining the COVID 19 Protocol compliance.
3. To attend scheduled meeting 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 visits as a whole.

**SCHEDULE OF ACTIVITIES:**


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

- |                              |                             |
|------------------------------|-----------------------------|
| 1 – Holiday                  | 17 – Obat ES                |
| 2 – Sta. CES Clinic          | 18 – Cawitan ES             |
| 3 – Caranoche CES            | 19 – Division Office Clinic |
| 4 – Caranoche CES            | 20 – Saturday               |
| 5 – CTO                      | 21 – Sunday                 |
| 6 – Saturday                 | 22 – Division Office Clinic |
| 7 – Sunday                   | 23 – Kabulakan ES           |
| 8 – CTO                      | 24 – Kabulakan ES           |
| 9 – Sta. Catalina District 2 | 25 – Cawitan ES             |
| 10 – Obat ES                 | 26 – Division Office Clinic |
| 11 – Cawitan ES              | 27 – Saturday               |
| 12 – Division Office Clinic  | 28 – Sunday                 |
| 13 – Saturday                | 29 – Division Office Clinic |
| 14 – Sunday                  | 30 – Amio ES                |
| 15 – Division Office Clinic  | 31 – Amio ES                |
| 16 – Obat ES                 |                             |

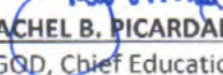
Submitted by:

  
Mark Anthony A. Pajuelas  
Nurse II


Concurred:

  
DR. KARINA LOUISE DE LA CRUZ  
Medical Officer III

Recommending Approval:

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

APPROVED:

  
MARCELO N. PALISPIS, EdD, JD  
1st ASSISTANT SCHOOLS DIVISION SUPERINTENDENT  
NERI C. OJASTRO EdD, CESO V  
Schools Division Superintendent  
Schools Division of Negros Oriental

05 JAN 2024