

ANNEX A



Control No. 0981

Republic of the Philippines
Department of Education

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

RELEASED
NO. 024.0255
DATE 30 JAN 2024
BY: f
RECORD SECTION

REGION: VII- Central Visayas

BUREAU/DIVISION/SCHOOL: DepEd, Schools Division of Negros Oriental

Name	FARRENN LEIGH Y. HABABAG
Position/Designation	Nurse II
Permanent Station	Division Office
Purpose of Travel	To serve as medics for seminar (INSET 2024); Render health services to personnel and conduct health assessment and focus discussion to learners
Host of Activity	SDO Negros Oriental
Period Covered (Inclusive of Travel Time)	January 30, 2024 – Sumaliring HS January 31, 2024 – Division Office Clinic February 1, 2024 – Zamboanguita CES Clinic February 2, 2024 – Ong Che Tee HS
Venue/Destination	Siaton 2 District
Fund Source	DIVISION MOOE

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

FARRENN LEIGH Y. HABABAG, RN
Name and Signature of Requesting Employee

January 29, 2024
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.

RACHEL B. PICARDAL, EdD
Chief, Education Supervisor SGOD
Name and Signature of Recommending Authority

JAN 29 2024
Date

Approved :

NERI C. OJASTRO, EdD., CESO V
Schools Division Superintendent

1/29/24
Date



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

ITINERARY OF TRAVEL
For the month of FEBRUARY 2024

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 dental services 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 in schools;
4. Attend scheduled meeting/conferences in the Division Office and schools;
5. Conduct any health education topics to all teaching and non-teaching personnel in the Division Office, District offices and in schools;
6. To conduct school visits; and
7. Draft/submit reports of accomplishment.

SCHEDULE OF ACTIVITIES:

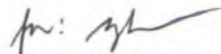
- | | |
|-------------------------------|-----------------------------|
| 1 – Jose Marie Locsin MHS | 17 – Saturday |
| 2 – Zamboanguita CES Clinic | 18- Sunday |
| 3- Saturday | 19 – Division Office Clinic |
| 4 - Sunday | 20 – Jose Marie Locsin MHS |
| 5 – Division Office Clinic | 21 – Sumaliring HS |
| 6 – Division Office Clinic | 22- Zamboanguita CES Clinic |
| 7 – Division Office Clinic | 23- Santiago Delmo MHS |
| 8- Division Office Clinic | 24 – Saturday |
| 9 - Division Office Clinic | 25- Sunday |
| 10- Saturday | 26 – Division Office Clinic |
| 11- Sunday | 27- Santiago Delmo MHS |
| 12 –Division Office Clinic | 28- Sumaliring HS |
| 13 –Palayuhan HS | 29- Division Office Clinic |
| 14 – Lindy Pajunar MES Clinic | |
| 15 – Division Office Clinic | |
| 16 – Division Office Clinic | |

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

Submitted by:


FARRENN LEIGH T. HABABAG, RN
Nurse - II

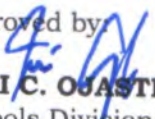
Concurred:


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

Recommending Approval:


RACHEL B. PICARDAL EdD
Chief Education Supervisor, SGOD

Approved by:


NERI C. OQUASTRO EdD, CESO V
Schools Division Superintendent
Schools Division of Negros Oriental



ANNEX A



Control No. _____

Republic of the Philippines
Department of Education

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

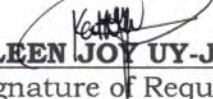
RELEASED
NO. 024.0255
DATE 30 JAN 2024
BY: 8
RECORD SECT

REGION: VII- Central Visayas

BUREAU/DIVISION/SCHOOL: DepEd, Schools Division of Negros Oriental

Name	KATHLEEN JOY UY-JUNTILLA, RN
Position/Designation	Nurse II
Permanent Station	Division Office
Purpose of Travel	To serve as medics for seminar (INSET 2024); Render health services to personnel
Host of Activity	SDO Negros Oriental
Period Covered (Inclusive of Travel Time)	January 30, 2024 – Siaton NHS
Venue/Destination	Siaton 2 District
Fund Source	DIVISION MOOE

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


KATHLEEN JOY UY-JUNTILLA, RN
Name and Signature of Requesting Employee

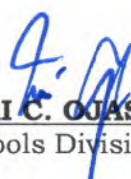
January 29, 2024
Date

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.

RACHEL B. PICARDAL, EdD ✓
Chief, Education Supervisor SGOD
Name and Signature of Recommending Authority

Date

Approved :


NERI C. OJASTRO, EdD., CESO V
Schools Division Superintendent

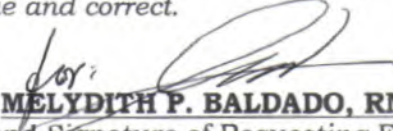

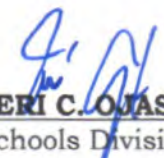
Date



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

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

RELEASE
NO.: 024-0255
DATE: 30 JAN 2024
BY: [Signature]
DEPT. SEC. [Signature]

Name	MELYDITH P. BALDADO, RN
Position/ Designation	Nurse II
Permanent Station	Division Office
Purpose of Travel (must be supported by attachments)	To serve as Medics during the Mid-year In-Service Training at Lalibertad Central School
Host of Activity	SDO Negros Oriental
Inclusive Dates	January 29, 2024 – Lalibertad Central School
Destination	Lalibertad Dist. 1
Fund Source	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;">  MELYDITH P. BALDADO, RN Name and Signature of Requesting Employee </p> <p style="text-align: right;"> <u>January 29, 2024</u> 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;">  RACHEL B. PICARDAL EdD Chief, Education Supervisor SGOD Name and Signature of Recommending Authority </p> <p style="text-align: right;"> <u>JAN 29 2024</u> Date </p>	
<p>Approved:</p> <p style="text-align: center;">  NERI C. OJASTRO EdD CESO V Schools Division Superintendent </p> <p style="text-align: right;"> <u>1/29/24</u> Date </p>	



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

RELEASED
024.0255
30 JAN 2024
PORT SECTION

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name	Melanie Mae O. Austero and Kenneth Misamis	
Position/ Designation	Nurse II	
Permanent Station	Division Office	
Purpose of Travel (must be supported by attachments)	Render health services to teaching and non-teaching personnel.	
Host of Activity	Division Office	
Inclusive Dates	January 30 – Bindoy CES January 31 – Manjuyod CES	
Destination	Bindoy I and Manjuyod II Districts	
Fund Source	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><u>Melanie Mae Austero, Kenneth Misamis</u> January 26, 2024 Name and Signature of Requesting Employee 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><u>RACHEL B. PICARDAL, EdD</u> 1/26/2024 Chief, Education Supervisor SGOD Date Name and Signature of Recommending Authority</p>		
<p>Approved by:</p> <p><u>NERI C. OJASTRO EdD, CESO V</u> 1/29/24 Schools Division Superintendent Date Schools Division of Negros Oriental</p>		



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

DEPT. OF ED. NEG. ORIENTAL
FILED
NO. 024.0255
DATE 30 JAN 2024
REG. SECTION

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name	Suzette S. Onde
Position/ Designation	Nurse II
Permanent Station	Division Office
Purpose of Travel (must be supported by attachments)	Render health services to teaching and non-teaching personnel.
Host of Activity	Division Office
Inclusive Dates	January 30 – Matuog ES January 31 – Manjuyod CES
Destination	Tayasan I and Manjuyod II Districts
Fund Source	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>Suzette S. Onde</i> Suzette S. Onde</p> <p>Name and Signature of Requesting Employee January 26, 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> RACHEL B. PICARDAL, EdD Chief, Education Supervisor SGOD</p> <p>Name and Signature of Recommending Authority 1/26/2024 Date</p>	
<p>Approved by:</p> <p style="text-align: center;"><i>Neri C. Ojastro</i> NERI C. OJASTRO EdD, CESO V Schools Division Superintendent Schools Division of Negros Oriental</p> <p style="text-align: right;">1/29/24 Date</p>	




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

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL




Name	Marydel C. Cadiente, MSN-RN, ESTELA S. VELASCO, RN
Position/ Designation	Nurse II
Permanent Station	Division Office
Purpose of Travel (must be supported by attachments)	Monitor Ok sa DepEd Programs. Render Health services to TP/NTP. Monitor SBFP – NFP and Milk delivery and provision of technical assistance.
Host of Activity	SDO Negros Oriental
Inclusive Dates	January 30, 2024
Destination	Dauin District
Fund Source	Division MOOE

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


MARYDEL C. CADIENTE, MSN, RN
Name and Signature of Requesting Employee

January 29, 2024
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 29 2024
Date

Approved:


NERI C. OJASTRO EdD CESO V
Schools Division Superintendent

1/29/24
Date



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

DEPED NEGROS ORIENTAL
RELEASED
 NO.: 024-0255
 DATE: 30 JAN 2024
 BY: *[Signature]*
 GENERAL SECTION

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name	MARIA NEHMIA Y. BESARIO, RN
Position/ Designation	Nurse II
Permanent Station	Division Office
Purpose of Travel (must be supported by attachments)	To serve as medic for INSET; Render health services to personnel.
Host of Activity	SDO Negros Oriental
Inclusive Dates	January 30, 2024 - Mabinay 1 & 2
Destination	Mabinay District 1 & 2
Fund Source	Division MOOE

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

[Signature]
MARIA NEHMIA Y. BESARIO, RN
 Name and Signature of Requesting Employee

January 29, 2024
 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.

[Signature]
RACHEL B. PICARDAL EdD
 Chief, Education Supervisor SGOD
 Name and Signature of Recommending Authority

JAN 29 2024
 Date

Approved:

[Signature]
NERI C. OJASTRO EdD CESO V
 Schools Division Superintendent

1/29/24
 Date

ANNEX A



Control No. 0881

Republic of the Philippines
Department of Education

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

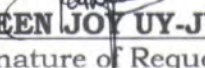
RELEASED
NO. 024-0255
DATE 30 JAN 2024
BY: 8
RECORD SECT.

REGION: VII- Central Visayas

BUREAU/DIVISION/SCHOOL: DepEd, Schools Division of Negros Oriental

Name	KATHLEEN JOY UY-JUNTILLA, RN
Position/Designation	Nurse II
Permanent Station	Division Office
Purpose of Travel	To serve as medics for seminar (INSET 2024); Render health services to personnel
Host of Activity	SDO Negros Oriental
Period Covered (Inclusive of Travel Time)	January 30, 2024 – Siaton NHS
Venue/Destination	Siaton 2 District
Fund Source	DIVISION MOOE

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


KATHLEEN JOY UY-JUNTILLA, RN
Name and Signature of Requesting Employee

January 29, 2024
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.

RACHEL B. PICARDAL, EdD ✓
Chief, Education Supervisor SGOD
Name and Signature of Recommending Authority

Date

Approved :


NERI C. OJASTRO, EdD., CESO V
Schools Division Superintendent

Date



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

RELEASED
NO. 024-0255
DATE 30 JAN 2024
SECURITY SECTION

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name	MARK ANTHONY A. PAJUELAS, RN
Position/ Designation	Nurse II
Permanent Station	Division Office
Purpose of Travel (must be supported by attachments)	Render health services to teaching and non-teaching services. Health assessment to students. Clinic duty.
Host of Activity	Division Office
Inclusive Dates	January 30, 2024 – Sta. Catalina 2 District January 31, 2024 – Sta. Catalina CES February 01, 2024 – Sta. Catalina CES Clinic
Destination	Sta. Catalina District 2 and 3
Fund Source	MOOE
<i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i>	
MARK ANTHONY A. PAJUELAS, RN Name and Signature of Requesting Employee	January 26, 2024 Date
<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>	
RACHEL B. PICARDAL, EdD Chief, Education Supervisor SGOD Name and Signature of Recommending Authority	JAN 26 2024 Date
Approved by:	
NERI C. OJASTRO EdD, CESO V Schools Division Superintendent Schools Division of Negros Oriental	1/29/24 Date



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

ITINERARY OF TRAVEL
For the month of February 2024

OBJECTIVES:

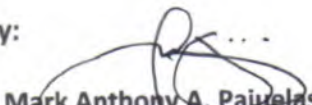
1. Monitor the implementation of the OK sa DepEd flagship programs: *School-Based Feeding Program, Adolescent Reproductive Health Program, National Drug Education program, School Mental Health, and WINS;*
2. Provide nursing services (e.g. blood pressure, blood sugar, health assessment, deworming, etc.)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

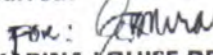
Note: (This schedule is subject to change when deemed necessary.)

- | | |
|-------------------------------------|-------------------------------|
| 1 – Sta. Catalina CES Clinic | 16 – Division Office |
| 2 – Division Office | 17 – Saturday |
| 3 – Saturday | 18 – Sunday |
| 4 – Sunday | 19 – Division Office |
| 5 – Division Office | 20 – Sta. Catalina District 3 |
| 6 – Sto. Rosario ES | 21 – Cawitan High School |
| 7 – Sta. Catalina District 1 and 2 | 22 – Nagbalaye High School |
| 8 – Plaza Maria Suites Inn | 23 – Division Office |
| 9 – Plaza Maria Suites Inn | 24 – Saturday |
| 10 – Saturday | 25 – Sunday |
| 11 – Sunday | 26 – CTO |
| 12 – Division Office | 27 – CTO |
| 13 – Sto. Rosario ES | 28 – Kabulakan ES |
| 14 – Sta. Catalina District 3 and 4 | 29 – Kabulakan ES |
| 15 – Sta. Catalina CES Clinic | |


Submitted by:


Mark Anthony A. Pajuelas, R.N.
 Nurse II


Concurred:


DR. KARINA LOUISE DE LA CRUZ
 Medical Officer III

Recommending Approval:


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

APPROVED:


NERI C. OJASTRO EdD, CESO V
 Schools Division Superintendent
 Schools Division of Negros Oriental
 1/29/24



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
 Telephone Nos.: (035)225-2838 / 225-2376 / 422-7644
 Email Address: negros.oriental@deped.gov.ph