



Republic of the Philippines
DEPARTMENT OF EDUCATION
Negros Island Region

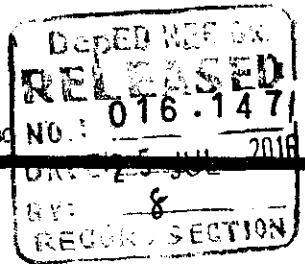
SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the School Governance and Operations Division

Capitol Area, Dumaguete City

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SGOD Office (035) 225 - 6180



July 22, 2016

TRAVEL ORDER

NO. 285, s. 2016

TO : **Mrs. Jenith C. Cabajon**

OFFICE : **SGOD, Division of Negros Oriental**

PURPOSE : **To finalize the 2017 Division Calendar**


DATE OF TRAVEL : **July 23, 2016**

VENUE/PLACE : **Division Office, Division of Negros Oriental, Capitol Area, Dumaguete City.**

ALLOWED/CHARGED TO: (Division MOOE funds subject to the usual accounting and auditing rules and regulations)

_____ : Registration/Transportation and other expenses
_____ : Transportation
_____ : Per Diems
_____ : On official time/business only
_____ : Transportation/per diem & other incidental expenses

Note: One day Compensatory Time-Off (CTO) will be granted upon submission of duly accomplished DTR.


LELANIE T. CABRERA, CESE
Assistant Schools Division Superintendent
Officer In-Charge