



Republic of the Philippines
DEPARTMENT OF EDUCATION
NEGROS ISLAND REGION
SCHOOLS DIVISION OF NEGROS ORIENTAL
Capitol Area, Dumaguete City

September 20, 2016

TRAVEL ORDER

NO. 412, s. 2016

TO : **Edfel Cabag- Class Manager**
Principal-I, Sibulan Science High School

Office : **Division of Negros Oriental**


PURPOSE : To serve as Class Manager for the **REGIONAL**
ROLLOUT OF THE SCHOOL HEADS DEVELOPMENT
PROGRAM (SHDP) FOUNDATIONAL COURSE (First Batch)

DATE OF TRAVEL : **September 25-October 1, 2016**

VENUE/PLACE : **Plaza Maria Luisa Suites Inn, Dumaguete City**

ALLOWED/CHARGED : *(Subject to the usual accounting and auditing rules and regulation*

- ☐ : Transportation
- ☐ : Per Diems
- ☐ : On official time/business only
- ☐ : Board and lodging will be charged to Regional Funds
- ☒ : Transportation/per diem & other incidental expenses incurred shall be charged against School / Division MOOE/ local funds.


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